



Job Description: Lead Carpenter

Lead Carpenters are essential to the production team of Merrill Construction Group. All Lead Carpenters are directly responsible for the quality, timeliness, and efficiency of the production team. It is the Lead Carpenter's duty to ensure that each project is produced on time and on budget.

Qualifications:

Applicant should have at least five years of carpentry experience and have a thorough understanding of rough, finish carpentry, and all trades associated with home remodeling. The position requires the ability and willingness to work in a team and a willingness to interact with other Merrill Construction Group employees and clients. Strong communication skills are vital. All candidates must have a valid driver's license and reliable transportation capable of carrying 4' X 8' sheet of material as well as material up to 16' in length.

Duties and Responsibilities:

- Perform carpentry tasks with the highest quality of craftsmanship in the time allotted.
- Keep informed of the entire project scope including revisions, change orders or changes to the scope of work and the schedule.
- Lead a team of carpenters to perform remodeling tasks.
- Ability to communicate clearly and effectively with the Production Manager, subcontractors, and clients as the Lead Carpenter is the working jobsite manager.
- Responsible for jobsite safety, cleanliness, security and protection from the elements.
- Ensure a first aid kit is on site at all times.
- Check the job site book daily and communicate any discrepancies to the Production Manager.
- Order construction materials as needed. Inform the Production Manager of specialty items needed.
- Always act in a manner as to represent the principles of Merrill Construction Group.
- No smoking on the job.
- Hold themselves and all carpenters under their direction accountable for their work performance, actions, and appearance.
- Always dress in Merrill Construction Group provided uniform.
- Responsible for the production of projects in accordance to the plans and specifications.
- Participate and prepare for weekly on-site meetings with client, Production Coordinator, and sales team.
- Maintain a good attitude even through adversity.
- Be able to problem solve without the direction of superiors.



Required Tools:

- Circular saw
- Tape measure
- Hand tools
- Reciprocating saw
- GFCI extension cord
- Screwdrivers
- Pliers/wrenches
- Carpenters belt
- Impact gun
- Hammer
- Drill
- Framing nailer
- Finish nailer
- Jig saw
- 2' and 4' levels
- Sawhorses
- 6' stepladder
- Sawhorses
- Square

Recommended Tools:

- Table saw
- Surface planer
- Hammer drill
- Biscuit jointer
- Miter
- Saw
- 6' level

Schedule:

Official workday is 7:00 a.m. to 3:30 p.m. Monday through Friday.

Compensation and Benefits:

- Hourly pay. Weekly pay period that runs from Thursday to Friday.
- Paid Holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.
- After 1 year of employment, 40 hours of paid vacation is awarded.
- After 2 years of employment, 80 hours of paid vacation is awarded.

Physical Demands:

Employees may be required to stand or walk over 75% of the time. Climbing, balancing, stooping, kneeling, crouching, and/or crawling may be required. Lifting up to 100 lbs. Must meet vision requirements to obtain a driver's license.

Work Environment:

Working in wet or humid conditions may be required. Working near moving mechanical parts. Working in high or precarious places may be required. Fumes or airborne particles may be present at worksites. Employees may work in outdoor conditions. Loud noises are typical for this job.

Disclaimer:

The list of job elements, responsibilities, skills, duties, requirements conditions is not exhaustive, but is merely a representation of the typical elements required for this job. Responsibilities include other duties as assigned.

Management reserves the right to revise the job description or required that other tasks be performed when the circumstances of the job change.