



**METROPOLITAN DEVELOPMENT AND HOUSING AGENCY
HUMAN RESOURCES DIVISION**

**Position Open: March 13, 2020
Position Closing Date: April 2, 2020**

Job Announcement

Position: SENIOR CARPENTER

Salary Range: \$49,271 - \$63,410 annually, plus benefits

Under limited direction, to lead and participate in the work of a team of carpenters performing skilled carpentry work; act as the team lead in the absence of the supervisor and perform related administrative task.

MDHA offers competitive salaries and an amazing retirement program.

Our Mission is to create affordable housing opportunities, support neighborhoods, strengthen communities and help build a greater Nashville.

REQUIRED EDUCATION AND EXPERIENCE

High school education plus four years carpentry experience.

Candidates with accreditation earned in foreign institutes are encouraged to apply

ESSENTIAL JOB DUTIES:

- Perform skilled carpentry work to include complex woodwork tasks;
- Read and interprets blueprints, making sketches for other carpenters, layout and inspect alteration repairs and construction jobs and projects;
- Assign job tasks and perform quality control of work performed;
- Maintain the productivity of crew and insure project timelines are meet;
- Oversee maintenance and repair of equipment and wooden fixtures including the performance of all necessary mill and cabinet work;
- Troubleshoot project issues and act as a resources for other carpenters;
- Estimate materials, cost and timelines needed for jobs and insure project budget expectations are meet;
- Make certain that woodworking materials and tools are property maintained in good working conditions;
- Make certain that health and safety standards are maintained at work sites;
- Complete records on the status of work projects and keep supervisor informed of status;
- Submit project invoices for on-time payment for services;
- Act as the crew leader in the absence of the supervisor;
- Provide training and skill development for carpenters;
- Perform other related duties.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- knowledge of standard carpentry practices;
- knowledge of the basic qualities of various wood and other materials;
- knowledge of applicable local building codes; ability to read and interpret blueprints; ability to direct work of carpenters;
- ability to estimate materials and labor and to select materials needed,
- the ability to establish and maintain effective working relationships; and the willingness, mental and physical ability to perform the duties involved in this classification.
- ability to perform, with or without an accommodation, physically demanding duties: such as, frequent standing, walking, climbing, bending, stooping, crouching and lifting objects more than 50lbs.
- dexterity to operate power and manual tools and equipment with sufficient clarity in speech, hearing, vision and powers of observation; other physical duties as required.

EQUIPMENT USED

Truck, saw, planer, jointer, drill press, router, hand tools safety equipment and related carpentry equipment.

LICENSE REQUIRED

Valid Tennessee Driver's License.

THE METROPOLITAN DEVELOPMENT AND HOUSING AGENCY IS AN EQUAL OPPORTUNITY EMPLOYER AND HIRES REGARDLESS OF RACE, COLOR, NATIONAL ORIGIN, SEX, SEXUAL ORIENTATION, GENDER IDENTITY, AGE, RELIGION, AND DISABILITY, GENETIC INFORMATION OR ANY OTHER LEGALLY PROTECTED STATUS.

Apply at www.Nashville-MDHA.org. Upon reviewing all applications submitted for job openings, the Human Resources Office will notify those applicants who are selected for personal interviews. Applicants selected for a position must successfully pass a pre-hire physical examination and drug screen in order to be hired.
MDHA is certified by the State of Tennessee as a Drug-Free Workplace

**701 South Sixth Street
Nashville, Tennessee 37202
www.Nashville-MDHA.org
TDD#252-8599**

**To request a reasonable accommodation or assistance with language interpretation
Contact: 252-8550**