

CARPENTER

JOB DESCRIPTION:

Hampton University is currently seeking highly skilled carpenters to fabricate, erect and repair structures and fixtures made of wood, building frameworks, including partitions, joists, studding, and rafters, wood stairways, window and door frames. Applicants should also be skilled in the installation of hardwood floors, fabrication and installation of cabinets, and furniture, installing siding, and drywall.

JOB DUTIES:

- Ability to read blueprints, drawings, and sketches and to fully grasp requirements.
- Accurately taking measurements and calculating the size and amount of material needed for a project.
- Skilled in the use of all tools necessary to cut, shape and smooth lumber and other material (e.g. fiberglass) according to measurements.
- Able to build window frames, doors, and staircases using raw materials or pre-constructed items.
- Able to install items such as hardwood floors, siding, cabinets, drywall and insulation a plus.
- Sills needed to lay out flooring, roofing and drywall, ensuring they are level, plumb, and installed with as little waste possible.
- Inspect products and conduct repairs or maintenance as needed.
- Ability to assemble/build scaffolding and other needed construction structures.
- All other duties as assigned by carpentry supervisor.

REQUIREMENTS AND QUALIFICATIONS:

- High school diploma.
- Significant work history as a carpenter.
- Hand on experience working with carpentry materials.
- Strong working knowledge of carpentry techniques and methods, including installation and construction.
- Proficient in using electrical and hand tools as well as measurement tools.
- Ability to read blueprints and technical drawings.
- Willing to comply with safety guidelines at all times.
- Solid basic math skills.
- Good physical condition, stamina and dexterity.

To Apply:

Please submit a cover letter, resume, and a completed Application for Educational Support Staff Employment either via email at HROFFICE@hamptonu.edu or fax to (757) 727-5969:

Office of Human Resources
Hampton University
Hampton, VA 23668

***No phone calls*

***Incomplete applications will not be considered*

Forms:

Visit [Human Resources – Hampton University Human Resources](#) to retrieve the educational support staff employment application and other supplemental application materials.