



Job Description: Junior Carpenter

Rebuilding Together Philadelphia is a nonprofit working to preserve affordable homeownership and revitalize neighborhoods by providing free, safe and healthy home repairs for low- and middle- income homeowners around Philadelphia.

The Junior Carpenter may be a part-time or full-time position. Please state your preference in your cover letter. Full time hours typically involve 9am – 5pm Mondays through Fridays, with occasional nights and weekends required. Part-time hours would likely involve 9am – 5pm work Tuesday – Thursday, with occasional nights and weekends required.

A successful Junior Carpenter will have a clear commitment to our mission. They will be comfortable working under supervision on a range of carpentry projects, including drywall, flooring, kitchen and bath repairs, and stairs and handrails. The Junior Carpenter will work under the supervision of our Construction Team and will need to be able to provide their own transportation to and from the office.

RTP embraces diversity and equal opportunity in a serious way. We are committed to building a team with a variety of backgrounds, perspectives, and skills. The more inclusive we are, the better our work will be.

PRIMARY RESPONSIBILITIES

- Assist Construction Team in the completion of all prep work and punch list work for our home repair projects.
- Assist with the purchase, storage and inventory of tools, supplies, materials and equipment located in the warehouse; deliver materials, equipment, in-kind donations and supplies as needed.
- Communicate effectively with homeowners to schedule work, relay any changes to the schedule, communicate what repair work is being completed, and address any questions or issues homeowners may have relating to the repair work.
- Assist as a project leader during our Block Build events three times per year. These are two-day long volunteer events where we work in 10-15 homes. Currently there are six block build days each year (3 Fridays and 3 Saturdays) and they are often a 12-hour work day for all staff members.

SKILLS

Required

- Prior construction experience on job sites and/or a trade or CTE school
- Able to work flexible hours including occasional evenings or weekends
- Able to work long hours on rebuilding days (several throughout the year)
- Punctual and reliable arrival each morning to the RTP office
- Professional attitude and strong interpersonal skills to work with a diverse population of clients, partners and volunteers
- Ability to perform all construction duties, such as: lifting up to 80 lbs; working in unconditioned workspaces in the heat of summer and cold of winter

Preferred

- Prior work experienced in specialized construction trades, particularly electrical or masonry, though all prior construction experience will be considered
- Prior experience in residential home repair work
- Experienced driver with an active driver's license

SALARY/BENEFITS

Full-time salary: \$35,000. Health, dental and vision insurance; life insurance; short-term disability; retirement benefits. Flexible hours but must work some weekend days. Generous paid-time off.

Part-time wages: \$16-18/hr.

APPLICATION DEADLINE: Applications will be reviewed on a rolling basis as they are received until the position is filled. All applications received by October 30th, 2020 will be considered.

To apply, please email resume and cover letter to Brandon Alcorn, balcorn@rebuildingphilly.org. Please include your preference for full-time or part-time work in your cover letter and include "Junior Carpenter" in your subject line. Please be prepared to present references relating to your construction experience. No phone calls please.