

# Landscape Carpenter (T3/T4)

**Position Summary:** Topiarius is seeking a knowledgeable, conscientious Landscape Carpenter to serve in a full-time, seasonal position that works with a team of 4-6 carpenters and reports to the Carpentry Supervisor. This position will install a wide variety of projects that are custom and premium level/graded. Work will be in-field and in-shop. Projects include, but not limited to: decks, containers, railings, screens, pergolas, outdoor kitchen cabinets, outdoor concrete countertops, fine furniture and more.

**Reports To:** In-Field Carpentry Supervisor

## **Essential Responsibilities:**

### Teamwork

- Work in cooperation with other carpenters in an efficient and timely manner.
- Be professional and courteous to everyone on the project.
- Comply with all safety policies, practices, and procedures.
- Solve practical problems and deal with a variety of situations.
- Read, comprehend, and interpret all applicable correspondence, contracts, manuals, and instructions.
- Understand projects fully.
- Conduct conversations with clients in a professional manner.
- Make sure assignments are completed to expectations.
- Write and keep accurate records of customer jobs, daily timesheets, and receipts.

### Technical Role

- Read, interpret, and implement the carpentry components of landscape plans/drawings.
- Use woodworking machinery, portable power and hand tools.
- Independently build carpentry components/projects that are custom to premium graded as listed, but not limited to:
  - Casework (cabinetry)
  - Pergolas
  - Stairs
  - Lattice
  - Fences
  - Decks (rooftops / in-ground)
  - Stile and rail panels
- As needed, drive a company vehicle (van, truck, or box truck) and/or a vehicle with a trailer with competence and common sense, primarily within the City of Chicago.
- Work appropriately with potentially hazardous chemicals, such as but not limited to, wood finishing materials.

### Activity/Movement

- Frequently lifts, carries or otherwise moves and positions objects weighing up to several hundred pounds using appropriate tools.
- Typically bends, stoops, and crouches on a regular basis.
- Constantly moves about to work.
- Regularly operates and cleans carpentry equipment.
- Repeatedly climbs stairs and occasionally ladders.

- Repetitively works in locations of height (i.e. roof decks, balconies).

**Essential Qualifications:**

- 5-10 years' experience in the carpentry field.
- High School diploma or equivalent.
- Speak and understand conversational English.
- Ability to read and write English at a 12<sup>th</sup> grade level or higher.
- Ability to perform math / shop arithmetic.
- Ability to lift and move up to 100 lbs. with appropriate tools.
- Adept at working in outdoor conditions (for instance, low to high temperatures, rain, sun, wind, etc.)
- Personal commitment to Topiarius' mission.
- Supply and use personal hand tools.
- Valid IL driver's license and a clean driving record.

**Essential Skills:**

Perform the following skills in an accomplished and independent manner:

- **Layout:** Know how to take accurate internal, external and depth measurements with, but not limited to, squares, protractor, tape measure, compass, and levels.
- **Sawing:** Know how to use saws to process wood from rough sawing to cutting precise joints with, but not limited to, a table saw, band saw, sliding table saw, portable power miter saw, and knives.
- **Milling:** Know how to produce a uniform piece of wood with, but not limited to, a jointer, thickness planer.
- **Shaping:** Know how to shape surfaces with, but not limited to, a portable router.
- **Boring:** Know how to accurately drill holes with, but not limited to, a drill press, hand drill, hammer drill.
- **Sanding:** Know how to accurately prepare surfaces with, but not limited to, a random orbital sander, sanding block, disk sander, belt sander.
- **Clamping:** Know how to properly use clamps to build projects with, but not limited to, a hand, bar, spring clamps, wrenches, pliers, in conjunction with applicable adhesives.
- **Joinery & Assembly:** Know how to join components with, but not limited to, a biscuit joiner, hammer, pneumatic nail gun, screw drivers.
- **Grinding & Shaping:** Know how to prepare and care for tools with, but not limited to, a bench grinder, sharpening stone, and files.
- **Finishing:** Know how to apply finishes to projects with, but not limited to a spray gun, brush, roller, putty knife, in conjunction with knowledge about different finishing materials such as stains, paints, oils, etc.
- **Material ID:** Know different carpentry materials such as, but not limited to, woods, laminates, PVC products.

**Other Desirable Qualifications:**

- Higher education degree.
- Formal education in a carpentry-related field.
- 3 years supervisory experience.
- OSHA certification.
- Speak and understand conversational Spanish.

- Familiarity with and ability to accomplish the following skills with assistance/additional training:
  - Plumbing
  - Electrical
  - Installation of plant material
  - Hardscape installation
  - Metal work

**Effective Date:** March 2019

**Hours and Compensation:**

- Work heaviest from March-Dec, Mon-Fri 6:30 am – 3:30/4 pm. Potential for Saturday hours
- Limited hours worked in off-season (typically Jan-Feb).
- Hourly Position: \$18-25 (rate will be commensurate with education and years of experience).
- Paid holidays.
- Paid Time Off and Paid Sick time.
- Company cell phone.
- Usage of company shop equipment during company's off hours. (5,000 square foot shop).
- Medical and dental insurance plans.
- Retirement plan available after 1 year of employment & minimum 1000 hours of worked.
- PayActive (for times when accessing your earned wages before you get your check is necessary).
- Complimentary Life Insurance and Long-Term Disability plans.

**Note: Topiarius is non-union shop.**

**Before Applying:**

Visit Topiarius' website ([www.topiarius.com](http://www.topiarius.com)) to become familiar with our company. Review the full job description for this position at <https://www.topiarius.com/jobs/>.

**To Apply:**

No phone calls, please. Please send the following to [JobOpportunities@topiarius.com](mailto:JobOpportunities@topiarius.com):

- Resume (**as an attachment in MS Word or PDF format**)
- Cover letter explaining why you would be a good fit for this position (**in the body of the e-mail**)

**Please note:**

- Final candidates may be required to undergo a background check.
- All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, national origin, or other status protected by applicable law.
- Nothing in this job description restricts the supervisor's right to assign or reassign duties and responsibilities to this job at any time.
- This position is job graded on Topiarius' scale of Technical 1 (Entry/Apprentice) – Technical 4 (Career/Accomplished) at T3/T4.