



**American Samoa Community College**  
**Physical Facilities Management Division**  
**EMPLOYMENT OPPORTUNITY**

**Position Title:** Carpenter  
**Employment Status:** Full Time 12 months (Career Service)

**General Description:**

The successful candidate for the Carpenter position will report directly to the Lead Carpenter

**Responsibilities and Duties:**

**Technical**

- Construct and repair structural woodwork and equipment at the College; work with blueprints, drawings, or oral instruction
- Build, repair, and install counters, cabinets, benches, partitions, ceramic floors, wood and metal frame doors, and building framework; when directed, trim these items using carpenter's hand tools and power equipment
- Install glass in windows, doors, and partitions
- Replace damaged ceiling tile, floor tile, and wall coverings
- Construct cabinets and other office furniture such as book shelves, desks, and poster framers, using the woodworking tools and welding equipment in the shop
- May install items such as window shades, Venetian blinds, curtain rods, wall fans, and air condition mountings and frames
- Perform other duties such as assisting with plumbing, electrical, auto-mechanics, and overall cleaning of the Research Station
- Supervise crews assigned to jobs, on a case-to-case basis
- Must be able to calculate costs for repair work and/or new projects
- Responsible for the health and safety of all staff at the ACNR workplace
- Work closely with the supporting staff in projects involving different programs
- Respond to all emergency calls for repairs of offices, the conference room training room, the laboratory, and housing

**Reporting**

- Perform other duties assigned by the Lead Carpenter and/or PFM Officer

**Minimum Qualifications:**

- High School Diploma
- Three (3) to five (5) years of experience in direct field
- Able to read and adhere to labels, safety warnings, and guidelines
- Able to read blueprints and technical drawings
- Understand carpentry techniques and methods of installation and construction
- Carpentry Tradesman certification
- Able to speak both English and Samoan

**Salary Range:** GS-09/01-04: \$18,340.00 -\$20,680.00 per annum

**Application Deadline:** May 12<sup>th</sup>, 2023 no later than 4:00pm

Applications are available from the American Samoa Community College, Human Resources Office at 699-9155 Ext. 460/466/456/474, 699-2722 ext 3601/3602/3603/3604/3605/3606 or online at [www.amsamoa.edu/employmentopportunities](http://www.amsamoa.edu/employmentopportunities) or by emailing [ascchumanresources@amsamoa.edu](mailto:ascchumanresources@amsamoa.edu).

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