



Bald Hill Builders

22 Walpole Park South, Unit 10
Walpole, MA 02081

Tel: 781-806-5951

Fax: 781-806-5952

Title: Carpenter

Location: Walpole Office

The Carpenter will be responsible to:

- Assist in all day-to-day job activities as directed.
- Assist in field work and provide general carpentry activities (including but not limited to installation of LGMF, GWB, DFH, ACT and finish carpentry, etc.).
- Ensure that all work is being performed in a quality and workmanlike manor.
- Assist field personnel as directed and adhering to company policies & procedures.
- Assist in punchlists items and the follow-up necessary to ensure timely completion of punchlist work.
- Maintains logs of key activities (including taking daily photographs).
- Take, Store and Upload photographs representative of work progress, calling particular attention to items that require additional attention.
- Communicate issues, events, performance and progress daily to the General Superintendent.
- Report any problems promptly to the Superintendent, Project Manager(s), Project Executive(s), Operations Manager and/or Vice President, as may be appropriate.
- Establish and maintain professional relationships and effective communication with clients, architects, engineers and subcontractors and co-workers.
- Assist in the maintenance of construction project schedules.
- Ensure that all work is performed consistent with the contract documents and will meet or exceed client expectations.
- Adhere to site specific safety plan (including a full set of MSDS sheets) on the project if applicable.
- Ensure that all activities are being performed in accordance with all OSHA guidelines.
- Assist in the preparation of material take-offs and order materials when needed.
- Manage the quality and condition of all material deliveries.
- Provide building layout and coordination if needed.
- Attend periodic meetings, including owner & subcontractor meetings, etc.
- Support Superintendents, Project Executive(s), Project Manager(s), Operations Manager and Vice President in other duties as may be assigned.

Building a Better Experience

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The Carpenter will report to the General Superintendent.

Qualifications: All Carpenters shall:

- Have a Bachelor's Degree in Construction Management or related disciplines is required or the equivalent field experience
- Have 5 -10 years of experience in related construction fields
- Have an OSHA 30 Certificate
- Be hard working, passionate, and have a high degree of integrity. Professionalism and quality mindedness are essential for this role
- Be committed to excellence
- Be self-motivated and self-confident
- Possess effective communication skills
- Be capable of dealing with ambiguity and tight work oversight
- Be able to constantly multi-task and handle competing priorities while maintaining excellent customer relations
- Have excellent organizational skills to manage the many details necessary for successful construction
- Have judgment to know when to appropriately escalate issues up the chain of command
- Be a quick study and be capable of responding to complex issues
- Have excellent problem-solving skills and the ability to take action confidently and decisively
- Provide hand tools
- Be willing to wear a uniform consisting of OSHA approved footwear, hardhat, tan pants and monogrammed shirts / jackets
- Have a working truck and a clean driving record
- Be willing to travel within a 100 mile radius of Boston, MA
- Be computer literate and be comfortable with MS Office solutions

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