



15 Spencer Street, Box 209  
 Spencerville, ON K0E 1X0  
 T. 613.658.2100  
[www.hubbardandcompany.com](http://www.hubbardandcompany.com)

0

## JOB DESCRIPTION

<b>Job Title:</b>	<b>Lead Carpenter</b>
<b>Years of Experience Required:</b>	<b>Minimum 5 years' experience at this level with job site management experience.</b>
<b>Education/Training Required:</b>	<b>Journeyman Ticket in Carpentry/College of Trades certificate of qualification in Carpentry</b>
<b>Tickets Required:</b>	<b>WHMIS, Fall Arrest, Elevated Platform</b>
<b>Reports to:</b>	<b>Founder and/or Project Manager</b>
<b>Hours per Week:</b>	<b>40 - 50</b>
<b>Rate of Pay:</b>	<b>Commensurate with experience.</b>
<b>Start Date:</b>	<b>Immediately</b>

**Who We Are:** *“We build, restore, furnish and maintain fine homes.”*

Since 1981, Bradford M. Hubbard Construction Inc., operating as Hubbard & Co., has been a general contractor focused on preserving the built heritage of Eastern Ontario and Northern New York.

At Hubbard & Co., we are proud of our highly skilled team of construction specialists. We have been leaders in fine home construction and restoration of public heritage structures for over 30 years. We employ a staff of skilled trades experts who are both versed in traditional building techniques and sensitive to the heritage aesthetic. We approach heritage restoration, preservation and construction with a view to honouring and upholding the building practices of the past, while leveraging contemporary methods as appropriate.

**What We Value:** We have built our reputation as a quality builder on integrity, honesty and commitment to the highest standards of craftsmanship.

**Position Requirements:** Commitment to creating and maintaining a safe work environment and reinforcing a 'safety first' attitude with the team. Strong organization and communication skills. Refined modern carpentry skills and a good understanding of heritage carpentry skills and techniques. Ability to interact well with subcontractors and clients.

**Duties and Responsibilities:**

- Perform carpentry to company's standard of quality and according to the plans and specifications. Bring discrepancies and special conditions to the attention of the Founder and/or Project Manager.
- Able to understand blueprint drawings and written specifications. Also understand work orders, change orders, and all other carpentry-related job documents.
- Able to estimate task duration, labour and materials required.
- Lead, train and assign work to apprentices and helpers.
- Maintain a safe and clean jobsite.
- Care for tools, equipment and materials.
- Able to lay out and install stud wall framing
- Able to lay out and install stairs for a basement or deck using a framing square.
- Able to establish grades for proper drainage of flatwork and simple structures.
- Able to use a transit level to establish grades and elevations.
- Able to install standard wall-hung cabinetry and accessories.
- Able to install pre-hung door units and windows.
- Able to install drywall and able to properly tape drywall sheathing
- Able to do simple repairs in painting/staining, mechanical, plumbing, electrical and flooring

**Tools Required:**

- personal safety equipment – approved work boots, hard hat, eye/ear protection
- measuring tape
- skill saw
- sabre saw
- reciprocating saw
- cordless power tools
- impact driver
- router
- orbital sander
- belt sander
- small table saw
- grounded extension cord(s)
- drywall screw gun
- small power plane
- compound mitre saw
- complete set of woodworking hand tools, i.e., chisels, saws, drill bits, planes, router bits, screwdrivers, etc.
- levels, squares, layout tools necessary for all carpentry from framing to cabinet work.

Please send your resume, with 3 references, to [info@hubbardandcompany.com](mailto:info@hubbardandcompany.com). **No phone calls please.**