



WESTWOOD PUBLIC SCHOOLS

INVITATION TO Quote

ON CALL CARPENTER - FY20

Westwood Public School District
220 Nahatan Street
Westwood, MA 02090

1. Westwood Public Schools is seeking quotes for a On Call Carpenter to perform a variety of tasks as outlined on the attached job description on an as needed basis.
2. Work location will be at any one of the Westwood Public Schools 7 buildings.
3. Vendor is responsible for cleanup of area at job location and to maintain a safe work area at all times.
4. Prevailing Wage Rates apply to this request for quote.
5. Requests for quote package should be sent to the Director of Operations @ karies@westwood.k12.ma.us.
5. Attached quote sheet must be returned by Wednesday May 22, 2019 by 10:00 AM at the offices of the Director of Operations - 220 Nahatan Street - Westwood MA 02090

On Call Carpenter
Westwood Public Schools
Job Description

Job Title:

On Call Carpenter

Job Summary:

The Westwood Public Schools is looking for an experienced ON CALL Carpenter with basic knowledge in all facets of the trade. This would range from but not limited to basic repairs, finish work, new installs, removal of doors, walls, bookcases, counter tops and willing to think outside the box on new projects. The ideal candidate will have his/her own transportation, valid driver's license, provide own power and hand tools for requested job. Must be willing to work off hours and weekends if the job at hand required such time frame. The candidate must be able to work alone or in support of other trades pending on the job. The candidate must also pass a CORI background check before the start of work.

Responsibilities:

- Provide quotes as requested within agreed upon time frame
- Prepare drawings of job at hand if needed
- Interpret engineering sketches
- Knowledge of School related building codes
- Knowledge of Town building codes, inspections and permitting
- Knowledge of paints and stains as required for completion of job
- Build, repair, install or remove doors, walls, counter tops etc.
- Must complete all work to finish state and on time
- Maintain a clean and safe work area at all times

Skills:

- 5 plus years in finish carpentry
- Knowledge of all power tools and hand tools as needed for job at hand
- Possession of hand tools and power tools as needed for job at hand as Westwood Public Schools will not provide any tools
- Capable of climbing ladders
- Knowledge of lumber grades and types of lumber needed for current job
- Willingness to work hours as needed to complete job on time