

# BAD RIVER BAND OF LAKE SUPERIOR TRIBE OF CHIPPEWA INDIANS

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CHIEF BLACKBIRD CENTER

P.O. BOX 39

ODANAH, WI 54861

**Job Title:** Carpenter  
**Department:** Facilities/Maintenance  
**Hourly Rate:** \$17.00-\$19.00 (DOQ)  
**Full Time:** 40 Hours/Week (*Seasonal: March-October*)  
**Exempt:** No/Hourly  
**Supervisor:** Facilities Manager  
**Posting Date:** Public  
**Opens:** June 22, 2023  
**Closes:** Open Until Filled



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**Summary:** The lead carpenter is responsible for monitoring carpenters on performing construction duties, analyzing schematics and blueprints, following specifications, completing the project within the agreed timeframe, and maintaining materials with budget goals, ensuring the highest quality. The lead carpenter will regularly inspect the project, perform adjustments as needed, repair defects and inconsistencies, and adhere to safety standards and protocols during operations. A lead carpenter must have excellent knowledge of the carpentry industry to handle demands while efficiently creating the finished product.

**Essential Duties and Responsibilities** include the following.

- Assign, explain, and document the task to the team.
- Communicating with the supervisor to determine project time frames with completion dates.
- Supervising carpenters, unskilled, semi-skilled workers, and subcontractors.
- Remodel, framing, fire/flood restoration, demolition and build back and new construction builds, install drywall, flooring, and special projects.
- Perform carpentry duties as required, including both rough and finish carpentry.
- Implement federal (OSHA), state, and local job site safety requirements and employee training.
- Assist with the construction of buildings such as metal stud framing, drywall, and insulation.
- Maintain an accurate record of all work done by the project team.
- Other duties may be assigned.

**Qualification Requirements:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and/or ability required. Knowledge of the uniqueness of the Bad River Community is preferred for this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:**

**Required:**

- Must be 18 years of age.
- High School Diploma or its equivalent.
- General Contractor License preferred.

**Other Skills and Abilities:**

**Required:**

- **This is a required driver position. Must possess a valid driver's license and meet eligibility for tribal insurance.**
- Proven experience in remodeling or construction.
- Sound knowledge of safety standards and procedures.

- The ability to safely operate power tools.
- The ability to read blueprints.
- Excellent time management skills.
- Effective communication skills.
- Strong leadership skills

**Background Check:**

This position is contingent on the required ability to pass a Bad River caregiver background check when working with children and/or the elderly.

This position requires a driver check, to meet eligibility for tribal insurance.

**Language Skills:**

Ability to communicate clearly and effectively with a team.

**Reasoning Ability:**

Problem-solving without the direction of superiors.

**Physical Demands:** The physical demands described here are representative of those that must meet by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Employees may be required to stand or walk over 75% of the time. Climbing, balancing, stooping, kneeling, crouching, and/or crawling may be required. Lifting to 100 lbs.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Working in inclement weather conditions may be required. Working near moving mechanical parts. Working in high or precarious places may be required. Fumes or airborne particles may be present at worksites. Employees may work in outdoor conditions. Loud noises are typical for this job.

**Drug-Free Workplace in accordance with the Drug-Free Workplace Act of 1988, P.L. 100-690, and the Bad River Tribe's Employee Policy & Procedures Handbook. Indian Preference will be given in accordance with P.L. 93-638 and the Tribe's Preference Policy.**

**Send Application and Resume To:**

**Bad River Tribe  
Attn: Human Resources  
P.O. Box 39  
Odanah, WI 54861**

<http://www.badriver-nsn.gov/>

**Application material may also be emailed to:**

[HRmanager@badriver-nsn.gov](mailto:HRmanager@badriver-nsn.gov)

[HRassistant@Badriver-nsn.gov](mailto:HRassistant@Badriver-nsn.gov)