



A NEW CENTER RISING

February,
2014

Cobo Center is immediately looking to hire a Carpenter.

Position Title: Carpenter

Job Summary:

Under general supervision, perform journey-level work in the design, construction, repair and maintenance of structures and related physical facilities at Cobo Center. Position reports into the Engineering Services organization.

Key Job Elements:

- Constructs and repairs structural building materials and equipment in and around Cobo Center,
- Good written and oral communication skills.
- Ability to sketch / draw up a build or maintenance plan and capable of clearly explaining the plan to management and co-workers
- Ability to put together a bill of materials for a project and obtain competitive pricing from approved vendors or contractors
- Working from blueprints, drawings, or oral instructions: Builds, repairs, and installs counters, cabinets, benches, partitions, floors, doors, building framework, and trim, using carpenter's handtools and power tools.
- Completes general maintenance work (e.g. roof, welding, cabinetry, ceiling, carpentry, concrete, masonry, glazing, insulation, painting, etc.) for the purpose of maintaining equipment and facilities
- Builds a variety of cabinetry and furnishings (e.g. counter tops, wall units, tables/desks, set up portables, etc.)
- Inspects facilities, systems and their components for the purpose of ensuring safety and identifying necessary repairs and providing an ongoing program of preventive maintenance.
- Completes employer required training for the purpose of maintaining current knowledge regarding specific job and/or district, state and federal rules, regulations, policies and procedures and laws.
- Utilizes the maintenance work order system for the purpose of prioritizing, scheduling and documenting work activities
- Other duties and responsibilities as assigned in support of departmental and organizational goals.

Qualifications:

- Experience – Five plus (5+) years in the operation, repair, and maintenance of buildings and surrounding facilities.
- Skills – Working with power tools, hand tools and materials commonly employed in the maintenance and repair of a large facility.
- Communication Skills – Good oral, written and listening skills. Pays close attention to details.
- Change Management – Adapts to change; understands that change is constant and necessary.
- Customer Focus – Is dedicated to meeting the expectations and requirements of internal and external customers; establishes and maintains effective relationships while gaining their trust and respect.
- Organized – Uses resources and time effectively and efficiently.
- Problem Solving – Solves problems with effective solutions.
- Team Player – Creates strong morale and spirit within team; deals effectively and tactfully with departmental personnel and the public. Behaves in accordance with Core Values.
- Special Requirements, Licenses or Certifications: Journeyman Card

TO APPLY:

Please send a completed resume with cover letter to:

Human Resources
Cobo Center
1 Washington Blvd.
Detroit, MI, 48226

EMAIL: hr@cobocenter.com

No Phone Calls

This position offers a competitive salary and benefit package.

Cobo Center is an equal opportunity employer