(Carpe	nter I Page 1	l of 11)	
Name			

#### SUPPLEMENT TO THE APPLICATION FOR CARPENTER I (JOURNEYMAN)

TO ALL APPLICANTS: This form is used to obtain information about your knowledge, skill and ability to perform the duties of the job. This information will be used together with the data on your application for employment to complete the evaluation of your experience. It is to your advantage to answer this supplement completely by following the instructions given in each part. If the question requires a description, you should give the most difficult problem you have <u>experience</u> and <u>resolved</u> as an example. If you wish, you may list other related items not covered by a question on a separate sheet. Your answers will be verified at the time of interview.

#### **PART I:** Follow these steps in completing this part of the questionnaire:

- Step 1: Column I lists a variety of tasks performed by carpenters. Check those tasks with which you have experience or training.
- Step 2: Under Column II, circle the letter code which best describes your ability to do the task according to the following definitions:
  - a. Have instructed or supervised others
  - b. Have performed the task on my own
  - c. Have performed the task with assistance from a supervisor
  - d. Received training or schooling only
- Step 3: Circle the appropriate plans or instructions you followed in performing the tasks listed in Column 1.
  - 1. Blueprints
  - 2. Building Plans/Specifications
  - 3. Sketches
  - 4. Work Order
  - 5. Building Codes
  - 6. Instructions form supervisor

# (Carpenter I Page 2 of 11)

X	COLUMN I CARPENTRY TASKS	A	COLUMN III PLANS OR PRINTS USED								
	CARPENTRY TASKS	A	В	C	D	1	2	3	4		6
	Plans, lays out and completes remodeling of office space by removing partitions, and installing new partitions without weakening structures or violating building codes.										
	Remodels a domestic kitchen.										
	Builds double hunged windows.										
	Install staircases.										
	Lays out, cuts and sets rafters and installs trusses and beams										
	Hangs doors.										
	Puts up walls, builds shelves, installs windows and custom-made or ready-made cabinets.										
	Finishes carpentry work when templates, pre-cut, or pre-planned materials are used.										
	Applies aluminum roofing on barns, sheds, and other out buildings.										
	Determines and uses proper patterns, spacing, and techniques for nailing, fastening, bracing, splicing, and cleating.										
	Makes and installs wood frames for screens.										
	Places forms for concrete.										
	Installs window air conditioners involving insulation and Modifications of windows.										

(Carpenter I Page 3 of 11)

X	X COLUMN I		COLUMN II ABILITY CODES					COLUMN III PLANS OR PRINTS USED					
	CARPENTRY TASKS	A	В	C	D	1	2	3	4	5	6		
	Installs interior and exterior trim such as baseboards, moldings, etc.												
	Lays floors or floor covering.												
	Obtains close fits and neat appearance in joints, moldings, and trimmings.												
	Lays subflooring in a given structure.												
	Repairs ceiling tiles.												
	Applies hardware to doors.												
	Selects all materials needed for specific jobs.												
	Prepares own patterns and templates.												
	Other (indicate any other carpentry task you performed which would describe your ability as a carpenter).												

# (Carpenter I Page 4 of 11)

Part !	_	LEVELS OF ABILITY							
<ul> <li>a. Check the various types of tools, instruments, or machines you have used.</li> <li>b. Check the levels of ability opposite the tools, instruments, or machines which show your training and experience.</li> </ul>		Had Training on This	Have Assisted Journeyman	Operated on Assembly Work	Set-Up and Operated With Supervision	Set-Up and Operated on My Own	Worked to Close Tolerances	Did Work Where Extreme Contours and Unusually Close Tolerances Were Required	Did Work Where Appearance, Pleasing Contours, Symmetry, and Exacting Tolerances Were Important
X	TOOLS/INSTRUMENTS/MACHINES			0		Set-	Λ	ŭ	Di Plea
	Shapers								
	Mortise and Tennor								
	Jointers								
	Rotary Planers								
	Dado Blades								
	Drill Presses								
	Power Fastening Gun								
	Circular Saws								
	Saber Saw								
	Power Sanders								
			1			1			

## (Carpenter I Page 5 of 11)

## LEVELS OF ABILITY

	<ul> <li>a. Check the various types of tools, instruments, or machines you have used.</li> <li>b. Check the levels of ability opposite the tools, instruments, or machines which show your training and experience.</li> </ul>	Had Training on This	Have Assisted Journeyman	Operated on Assembly Work	Set-Up and Operated With Supervision	Set-Up and Operated on My Own	Worked to Close Tolerances	Did Work Where Extreme Contours and Unusually Close Tolerances Were Required	Did Work Where Appearance, Pleasing Contours, Symmetry, and Exacting Tolerances Were Important
X	TOOLS/INSTRUMENTS/MACHINES			0		<b>3</b> 1			
	Table Saw								
	Keyhole Saw								
	Block Planes								
	Portable Electric Saw								
	Nail Setters								
	Hand Saw								
	Framing Square								
	Tri-Square or Combination Square								
	Levels								
	Plumb Bobs								
	Tapes								
	Hammer								
	Screwdriver								
	Other (list)								

#### (Carpenter I Page 6 of 11)

#### Part II (Continued):

Select three of the most difficult tools, instruments, or machines from the list on pages three and four which you have <u>used on your own</u> and which will indicate the level of your ability to use carpentry tools and equipment. Briefly, describe the most difficult task you performed using the tool, instrument, or machine.

Tools/Instruments/Machines	Most difficult task you performed using the tool/instrument/machine
1.	
2.	
3.	

**Part III:** Check the various materials, fasteners, adhesives which you have used on the job. Also indicate the best substitute when the listed material is not available. Where necessary, support your answer by explaining the situation or by giving other appropriate information.

X	Material/Fastener/Adhesive	List the best substitute and explain your reason for using the substitute
	Construction Grade Lumber	
	Standard Grade Lumber	
	Utility Grade Lumber	
	T & G Flooring	
	Plywood	

# (Carpenter I Page 7 of 11) Part III (Continued):

X	Material/Fastener/Adhesive	List the best substitute and explain your reason for using the substitute
	Masonite	
	Gypsum Board	
	Corrugated Transite	
	Nails	
	Spikes	
	Brads	
	Staples	
	Screws	
	Bolts	
	Nuts	
	Hooks	
	Contact Cement	
	Liquid & Powdered Resins	
	Dowel	
	Door & Window Stop	

## (Carpenter I Page 8 of 11)

## **Part III (Continued):**

X	Material/Fastener/Adhesive	List the best substitute and explain your reason for using the substitute
	Framing Lumber	
	Finish Lumber	

## Part IV: Check the statement(s) which shows your ability to do the work of the position. Give examples where indicated.

STATEMENT		es or No
		NO
Experience which demonstrates ability to perform a variety of complex tasks of the trade in compliance with instructions contained in blueprints, sketches, and drawings with minimum supervision during performance. (If yes, give one example).		
Usually have co-worker on a job so that we can help each other.		
Do assembly line work where the same job is performed often enough to be an expert at it.		
Figure out what should be done after supervisor has started the general problem.		
Laying out jobs from blueprints.		
Can carry out instructions after supervisor gives major details.		
Work alone, with only occasional checks by supervisor.		
Working when a job is set up for me.		

### Part IV (Continued):

S T A T E M E N T  Doing jobs in which appearance, pleasing contours, symmetry, etc., are important. Examples: Cabinets and desks.		Check Y	es or No		
		YES	NO		
Doing jobs	in which appearance, pleasing contour	rs, symmetry, etc., are impo	ortant. Examples: Cabinets and desks.		
Figure out	own approach to a problem. (If yes, gi	ve example)			
Give instru	ctions and advice to other journeyman	carpenters. (If yes, give ex	xample).		
Part V: A	. List any safety awards you have re	ceived and give a descrip	tion of the award.		
	AWARD	DESCRI	PTION	DATE	
В.	Have you served on a Safety Commit If your answer is yes, indicate the date		No		
	From (month and year)		o (month and year)		
C.	Describe your own words a situation	on the job in which safety	precautions must be taken.		

# (Carpenter I Page 10 of 11)

Part V (Continued):		
	Situation:	
	Safety precaution taken:	
	Why is the safety precaution necessary?	
Part VI:	Training	
	Apprenticeship: I have completed an apprenticeship in	Name of Trade
	Dates: From:	To:
	Technical School: I have completed technical school training in	N. C.T. 1
	Dates: From:	To:
	Military Training: I have completed military training in	N. CT. 1
		Name of Trade
	Dates: From:	To:

(Carpenter I Page 11 of 11)		
Part VII:	Describe in your own words why you feel you are qualified for the position.	
I certify that all statements made on this supplemental form are true and complete to the best of my knowledge. I understand and agree		
that any mi	srepresentation or omission whenever discovered, is grounds for the denial of or immediate separation from employment.	
Signature:	Date:	