

**Date Open: 4/13/26**  
**Application Deadline: 4/20/26**

**PARAGON CASINO RESORT**

**Job Description**

**CARPENTER**

<b>Department:</b>	<b>Facilities</b>	<b>Reports to:</b>	<b>Master Carpenter</b>
<b>Job Code:</b>	<b>FAC02</b>	<b>License:</b>	<b>Non-Gaming</b>
<b>Position Code:</b>	<b>FAC021</b>	<b>Costing:</b>	<b>880 8800 8811</b>
<b>Pay Grade:</b>	<b>N6</b>	<b>Date:</b>	<b>10/29/19</b>
<b>EEO-1 Code:</b>	<b>6</b>		

**SUMMARY:**

Responsible for the effective coordination and completion of all carpentry responsibilities on the Paragon Casino Resort property.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

- Performs general guest room repairs and miscellaneous carpentry projects and installations.
- Coordinates work load in accordance with work orders.
- Draws up, understands and interpret blueprints and sketches.
- Constructs, erects, installs, and repairs structures and fixtures of wood, plywood, and wallboard, using carpenter's hand tools and power tools.
- Carries out demolition work, whenever needed.
- Repairs and replaces damaged furniture.
- Installs, builds and repairs doors, cabinets, shelves, windows, blinds and other things as and when required.
- Maintains an adequate supply of all materials, supplies and equipment necessary for the efficient completion of job responsibilities.
- Repairs and installs fixtures, door handles, locks and hardware.
- Performs duties as assigned.

***Paragon Casino Resort requires all Associates to consistently:***

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- Exceed Guests expectations with quality and friendly service.
- Treat all Associates and Guests with respect, dignity, integrity and sensitivity.
- Provide a safe working environment by complying with safety rules and reporting potential hazards.
- Comply with company performance standards and departmental policy and practices.

- Demonstrate pride and professionalism for the property, its goals and the Associate Pledge.
- Support training and development for all Associates.
- Communicate and share ideas, concerns and explain “Why” behind decisions.
- Maintain a consistent, regular attendance record.

**REQUISITE QUALIFICATIONS:**

The requisite qualifications listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:** High school diploma or general education degree (GED) and five (5) years related experience required. Occupationally significant combination of Vocational education, apprentice training, in-plant training and on-the-job training preferred.

**Qualifications:** Must be well trained in the carpentry trade-including the principles, techniques and methods.

**Must apply for, be granted and retain a valid Tribal Gaming License during their employment with Paragon Casino Resort. Must have understanding of and abide by all regulations as stated in the Tribal-State Compact.**

**Language Skills:** Ability to read, analyze, and interpret documents, such as technical journals, policy and procedure manuals, maintenance instructions, and other related documents. Ability to respond to common inquiries or complaints.

**Mathematical Skills:** Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals.

**Reasoning Ability:** Ability to apply commonsense reasoning to a variety of situations.

**Physical Demands:** The physical demands described here are representatives of those that must be met by an Associate to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the Associate is regularly required to talk or hear. The Associate is also regularly required to stand; walk; sit; and use hands to finger, handle, or feel objects, tools or controls. The Associate is occasionally required to reach with hands and arms, and to sit; climb or balance; and stoop, kneel, crouch or crawl.

The Associate regularly climbs and works from a twelve (12) foot ladder.

The Associate is regularly required to lift and/or move up to seventy-five (75) pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust to focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an Associate encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Associate is regularly exposed to the risk of electrical shock and danger of exposure to various chemicals used in the maintenance of the property.

The noise level in the work environment is usually moderate. The casino environment is usually smoky.