

Summary of Duties : Installs, removes, and repairs carpeting, carpet padding, and does related work.

Distinguishing Features : A Carpet Layer performs journey-level work in the removal, repair and installation of both conventional and glue-down carpeting. An employee of this class receives minimum supervision; work instructions are general and assignments are usually received as a statement of the work to be done. Evaluation of the work is made by inspection of the quality and quantity of work performed.

Examples of Duties : Cuts and removes carpets and carpet padding, either to provide access to telephone conduit systems or to renovate or replace worn or damaged carpet; installs carpets, carpet padding and vinyl/rubber tile; measures and cuts carpeting and padding to size, occasionally using floor sketches; uses a hot plastic tape iron to join sections of carpeting and padding; cuts and trims carpets and padding to fit along wall edges, openings, and projections; uses a carpet stretcher to fit and tack carpeting to floors; nails metal treads across door openings to hold carpet in place; glues tackless stripping to hard floor surfaces; installs glue-down carpeting; occasionally sews sections of carpets and pads together by hand; occasionally examines finished carpeting for weaving defects, variations in color and finish, and uneven shearing; occasionally cleans soiled areas; and may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications : A good knowledge of the methods, techniques, equipment and processes used in repairing carpeting, and laying carpeting, sheet goods, and vinyl/rubber tile; the ability to use carpet stretchers, hot plastic tape iron, tile cutters and other tools used to lay and repair carpets; the ability to measure, fit, cut and install carpeting; the ability to install glue-down carpeting; and the ability to follow oral and written instructions.

Completion of a recognized three-year apprenticeship as a carpet layer; or attainment of journey-level rank as a carpet layer; or four years of full-time paid experience as a helper to a journey-level carpet layer.

License : A valid California driver's license and good driving record are required.

Physical Requirements : Strength to perform average lifting over 70 pounds; back and leg coordination involved in activities such as stooping, kneeling, crouching, and crawling to an unusual extent; arm, hand, and finger dexterity with both hands involved in activities such as reaching, handling and feeling; and good eyesight.

Persons with medical limitations may, with reasonable accommodations,

be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what the duties and responsibilities of any position shall be.