



**Position Open Notice**  
**Maintenance Carpenter**  
**Full-time**  
Thatcher, Arizona

**College and Area Information:**

Eastern Arizona College's District Offices are located in Thatcher, Arizona, a beautiful rural area with easy access to arid as well as mountainous recreation. The College is located approximately 125 miles northeast of Tucson and 165 miles southeast of Phoenix. EAC is a comprehensive community college offering five associate degrees across nearly 50 programs of study. Eastern Arizona College is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission.

**Position Summary and Organizational Relationship:**

The Maintenance Carpenter position is a skilled professional position that works with wood and other materials to build, install, and repair structures and frameworks for building facilities and other projects using specialized tools to craft and manipulate pieces of wood or other construction materials. The position ensures that the campus grounds and facilities are continually maintained to a high standard for the comfort and safety of students, staff, and visitors. This is an important role that requires good organizational skills, a safety mindset, and pays attention to detail. This position reports to the General Maintenance Supervisor and/or the Associate Director of Maintenance.

**Required Qualifications:**

Required qualifications to effectively perform job. An equivalent combination of education, training, and experience will be considered.

- High school diploma or GED equivalent
- Experience in building trades with knowledge and ability in the areas of framing, trim carpentry, drywall, concrete, roofing, painting, and block laying.
- Knowledge of safe work practices and ability to incorporate these in job performance.
- Ability to perform moderate to hard physical labor including lifting, digging, moving, kneeling, crawling, climbing ladders, etc.
- Ability to perform trade skills in various physical surroundings, including heights and tight spaces, and in all types of weather.
- Ability to manage tight deadlines and deal effectively with staff, faculty, and students.
- Ability to work well in a team environment with other personnel.
- Must maintain a valid, current driver's license and able to safely operate pick-up trucks or other motorized vehicles.
- Must be at least 18 years of age or older.
- Willing and able to work a non-traditional schedule and respond to emergencies and call outs at any time.

**Preferred Qualifications:**

- Experience operating heavy equipment such as backhoes, forklifts, skid steers, dump trucks, excavators, trenchers, etc.
- Knowledge of job cost and control methods and the ability to apply this knowledge to projects.
- Ability to read and understand commercial blueprints.
- Ability to safely operate all types of tools commonly used in building trades.
- Some experience in plumbing and welding is preferred.

**Essential Functions:**

- Perform general carpentry such as building/constructing, partitioning, or remodeling.
- Install and repair windows, doors, locks; make signs, benches, etc.
- Install and repair floors, tile, sink tops, etc.
- Perform general plumbing maintenance and repair, install insulation, install and repair sanitation systems.
- Install and repair all types of roofing.

- Perform all types of block and brick laying.
- Set forms, pour concrete, and finish surfaces.
- Install drywall and plaster; paint and refinish surfaces as necessary.
- Purchase supplies and materials following purchasing guidelines, and complete projects in a safe manner.
- Metal fabrication and repairs.
- Operate heavy equipment such as backhoes, forklifts, skid steers, dump trucks, excavators, trenchers, etc.
- Perform duties in various physical surroundings to include working from ladders, at heights, in cramped spaces and in all climates and weather conditions. May be subject to “call out” at unusual times or in severe weather in an emergency.
- Perform other duties as assigned.

### **Knowledge, Skills and Abilities:**

May be representative, but not all-inclusive, of those knowledge, skills, and abilities commonly associated with the job.

- Ability to use and maintain commonly used groundskeeping equipment and carpentry tools.
- Ability to effectively organize and prioritize work as well as concentrate on multiple tasks simultaneously.
- Organized thinker with exceptional attention to detail.
- Good communication skills.
- Ability to work well both independently and as part of a team.
- Strong work ethic and the ability to work both independently and/or with supervision to achieve desired results.
- Ability to safely lift and carry objects of various size and weight.
- Ability to safely work from ladders, scissor lifts, roofs, and other heights.
- Ability to safely operate heavy equipment such as a backhoe, skid steer, fork lift, bucket truck, dump truck, excavator, and trencher.
- Ability to work outdoors in all kinds of weather.
- Must be safety minded and a team player.

### **Physical Abilities:**

Activities commonly associated with the performance of the functions of this job. The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

- Required to use close vision and be able to focus.
- Regularly required to talk and hear; frequently required to sit, stand and bend at the knee and waist, and walk.
- Must be able to have repetitive wrist, hand and/or finger movement.
- Must have finger dexterity and hand-eye coordination.
- Regularly required to reach and grasp items, and to stoop, kneel, crouch, crawl, and climb.
- Regularly required to lift or move items of over 50 pounds.
- Regular attendance is a necessary and essential function.

### **Working Environment:**

Environmental or atmospheric conditions commonly associated with the performance of the functions of this job.

- Generally, works in outdoor conditions, and may occasionally be exposed to extreme temperatures and inclement weather conditions.
- Exposed to loud noise levels of lawnmowing and other equipment.
- Exposed to dust, oils, chemicals, and fumes, and will be required to wear a respirator.
- Occasionally exposed to hazardous driving conditions, vibration, moving mechanical parts, and the risk of electric shock.
- May occasionally work in a confined space or in a high, dangerous place.
- May occasionally be exposed to bodily fluids and potentially hazardous chemicals or agents.

### **Application Information:**

Applicants should send a resume, a cover letter addressing each of the required qualifications and describing experience related to the position responsibilities and a signed copy of the EAC application form, available on EAC's website ([EAC Application Form](#)). Application materials can be emailed to [careers@eac.edu](mailto:careers@eac.edu) or mailed to the address listed below:

Eastern Arizona College  
Human Resources – SS 209  
615 N. Stadium Avenue  
Thatcher, AZ 85552-0769

**The submission of all required application materials for the screening committee's review is the responsibility of the applicant. Applicants must be prepared to interview at their own expense.**

**Closing Date:**

The position is open until filled. Review of applications will begin immediately and continue until the successful candidate is identified.

**Compensation and Position Availability:**

The initial position compensation is **\$27.37 per hour, effective July 1, 2026**. The position also includes excellent employee benefits. The anticipated position start date is as soon as practical once the successful candidate is identified.

**Questions:**

Human Resources Department

Voice: (928) 428-8915

FAX: (928) 428-2580

E-mail: [Careers@eac.edu](mailto:Careers@eac.edu)

**EASTERN ARIZONA COLLEGE IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

Eastern Arizona College is in compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Rehabilitation Act of 1973, and does not discriminate on the basis of race, creed, color, national origin, disability, age, or sex in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, educational services, programs and activities.

Eastern Arizona College complies with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, 20 U.S. Code § 1092(f) and the Higher Education Opportunity Act of 2008, by distributing an Annual Security and Fire Safety Report. The report is intended to inform the campus community of campus safety information, Clery Act crime statistics, on-campus housing fire data and statistics, and policies and procedures relating to sexual violence, emergency response, and other safety factors. A copy of EAC's Annual Security and Fire Safety Report can be found at <https://eac.edu/student-life/campus-safety.php>. A paper copy of the report will be provided upon request at EAC's District Office, located at 615 N. Stadium Avenue, Thatcher, AZ.

A daily crime log listing all criminal and alleged criminal incidents reported to campus police/security is available on-site, during normal business hours, at the EAC Police Department, located at 620 N. College Avenue, Thatcher, AZ.

A fire log containing all reported fires that occurred at any of EAC's on-campus student housing facilities is available during normal business hours at the Housing Office, located at 900 N. College Avenue, Thatcher, AZ.