

## **CARPENTER/CABINETMAKER**

### **DEFINITION**

Under the direction of the Maintenance Supervisor, performs highly skilled carpentry in cabinetmaking in the alteration, repair, installation and construction of furniture, cabinets, shelving and finished structures; occasionally performs semi-skilled tasks in other maintenance trade areas; and performs other related work as assigned and/or required.

### **ESSENTIAL DUTIES**

- alters, repairs, inspects and constructs articles and structures of wood, including partitions, counters, window frames, cabinets, and shelving
- sets up and operates woodworking machines, including power saws, joiners, shapers, planners, and hand tools in fabricating wood cabinets and furniture
- reviews blueprints and drawings of articles to be fabricated and constructed; plans the sequence of cutting and shaping operations
- solid surface fabrication
- plans, marks, outlines stock for cutting, and matches material for color, grain and texture
- bores holes for the insertion of screws and doweling
- glues, fits, and clamps parts and subassemblies to form a complete unit
- uses a variety of fasteners to reinforce assembly joints
- installs hardware, such as hinges, catches, and drawer pulls
- performs or directs the dipping, brushing, or spraying of protective and decorative coatings
- inspects, repairs, and maintains woodworking machines and equipment, including the sharpening of blades, cutting tools and hand tools
- builds closets, stairways, bookcases, and shelving
- may fit and install doors, windows, sashes, and screens
- plans, organizes, and lays out assigned tasks
- estimates labor and material costs
- requisitions orders and maintains an adequate inventory of supplies and materials
- drives a service vehicle to and from work sites

### **QUALIFICATIONS**

**Ability to:** Plan and layout carpentry and cabinet work, including estimating labor and material costs; work from sketches, drawings and blueprints and maintain simple records and prepare complete and concise reports; understand and follow oral and written directions; establish and maintain cooperative working relationships.

**Knowledge of:** Materials, tools and procedures used in performing a variety of cabinetmaking, woodworking, construction, and repair tasks including the 32mm Formica laminate cabinet system; basic qualities and use of work and other related construction materials; building code requirements and the requirements of the State Architectural Service pertaining to school facility construction, maintenance and repair; safe working methods and procedures.

### **PHYSICAL DEMANDS**

The physical activities listed below are examples of the physical aspects that persons within this classification must perform in carrying out essential job functions.

- will frequently exert 50 to 75 pounds of force to lift, carry, push, pull or otherwise move objects
- will stand, sit, walk, kneel, crouch, bend at the waist, reach above shoulder level and occasionally ascend and descend ladders, stairs, scaffolding and ramps
- must possess the ability to hear and perceive the nature of sound
- must possess visual acuity and depth perception
- must be able to provide oral information, both in person and over the telephone and other electronic communication devices
- must possess the manual dexterity to operate equipment and use hand tools, and handle and work with various materials and objects are important functions of this job
- may be exposed to hot, cold, wet, humid, or windy conditions, caused by weather

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the position.

### **EXPERIENCE AND EDUCATION**

**Experience:** Four years of paid experience, within the last ten years, as a journey level carpenter and cabinetmaker.

**Education:** Verification of a High School diploma, a GED certificate, or a higher degree. Supplemental coursework in woodworking, cabinetmaking, carpentry, and other related trade areas is desirable. ISFA Certification is desired.

**License Requirement:** Verification of the possession of a valid California Motor Vehicle Operator's License.

**Condition of Employment:** Insurability by the District's liability insurance carrier. Finalists scheduled for an interview must provide a current DMV printout (not more than 30 days old) prior to the interview.

**05/2021**