

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
- 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.

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.

11/2007