

Santa Maria-Bonita School District CABINET MAKER/CARPENTER

BASIC FUNCTION

Under the direction of an assigned supervisor, perform skilled cabinet and carpentry work in the alteration, repair and construction of equipment and structures; perform semiskilled and skilled tasks in other maintenance trade areas.

REPRESENTATIVE DUTIES

Construct and repair furniture, equipment and wooden fixtures**E**; perform mill and finished cabinet work**E**; alter, repair, inspect and construct articles and structures of wood, including partitions, counters, doors, window frames, scaffolds, forms and fences**E**; maintain and repair the woodwork of school facilities and buildings**E**; lay and repair floors**E**; perform tile and carpet work**E**; stucco and tile walls in bathrooms**E**; build closets, stairways, cases and shelving**E**; fit doors, windows, sashes and screens**E**; operate saws, lathes, planers, shapers, joiners, sanders, band saws and other woodworking equipment**E**; sharpen, maintain and service hand and machine tools and various woodworking equipment**E**; plan, organize and lay out assigned tasks**E**; estimate labor and material costs**E**; requisition and maintain an adequate inventory of supplies, parts and materials**E**; drive a service vehicle to and from work sites**E**; provide work direction to others**E**; perform glazing and roof repair functions; assist in reporting and preventing facility vandalism; perform related duties as assigned.

KNOWLEDGE AND ABILITIES

Knowledge of:

Materials, tools and procedures used in performing a variety of woodworking, glazing and roof repair tasks;
Basic qualities and uses of woods and other related construction materials;
Building code requirements and the requirements of the State pertaining to school facility construction, maintenance and repair;
Safe working methods and procedures.

Ability to:

Identify and use methods and tools in construction of cabinets at journey level;
Skillfully use and maintain tools and equipment in performing rough and finished carpentry, glazing and roof repair;
Plan, organize and lay out carpentry tasks;
Accurately estimate labor and material costs;
Work from blueprints, shop drawings and sketches;
Maintain simple records and prepare complete and concise reports;
Understand and carry out oral and written directions;
Establish and maintain cooperative working relationships with others.

EDUCATION AND EXPERIENCE

Any combination equivalent to: Graduation from High School supplemented by coursework or training in woodworking, carpentry and other related trade areas, and two years of experience as a journey level carpenter.

LICENSES AND OTHER REQUIREMENTS

Valid California Driver's License;
Insurability by the District's liability insurance carrier.

WORKING CONDITIONS

Environment:

Indoor/outdoor/adverse weather environments;
Driving a vehicle to conduct work;
Regular exposure to fumes, dust and odors.

(continued)

Cabinet Maker/Carpenter, continued

Physical Abilities:

Lifting heavy objects;
Heavy physical labor;
Dexterity of hands and fingers to operate assigned equipment;
Seeing to perform assigned duties;
Climbing;
Walking over rough or uneven surfaces;
Kneeling or crouching;
Bending at the waist;
Reaching overhead, above the shoulders and horizontally;
Hearing and speaking to exchange information.

Hazards:

Working on ladders or scaffolding;
Working at heights;
Working around and with machinery having moving parts.

Approved: 02/25/98

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