

JOB DESCRIPTION

Position: QT – Benchwork Joinery (Cabinet Maker)

Position Summary: Under the supervision of the Director of Maintenance/ Maintenance Supervisor, build, repair and install a variety of cabinets and furniture.

POSITION DUTIES

RESPONSIBILITIES

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| 1. Cabinet Working | <ul style="list-style-type: none"> • construct all forms of cabinets, including office furniture, bookshelves, counters, lockers, computer labs/desks, etc. using a variety of specialized tools • install and repair all types of millwork and carpentry items • install cabinet hardware • apply a variety of laminates and veneers • estimate material requirements • purchase supplies and materials; recommend equipment purchase or replacement • ensure occupational health, safety and WHMIS regulations are followed • maintain a variety of records including inventory, servicing and inspection documents • perform maintenance tasks related to other trades, as assigned |
| 2. Carpentry | <ul style="list-style-type: none"> • perform a variety of general carpenter tasks |
| 3. Communication | <ul style="list-style-type: none"> • communicate with staff and others • maintain confidentiality of information |

Other comparable or transient duties which are within the areas of knowledge and skills required by the job description may also be assigned.

Qualifications, Fitness and Ability

Certification as a journeyman as set out in the B.C. Industry Training Authority Act for benchwork and joinery (cabinet maker) or equivalent Inter-provincial Technical Qualifications.

Valid Class 5 B.C. driver's licence.

Working knowledge of other trades connected with building, finishing and maintenance.

Good working knowledge of the British Columbia and National Building Codes.

Demonstrated proficiency in reading and interpreting blueprints and manuals.

Demonstrated ability to work alone and work as part of a team with other tradespersons.

Demonstrated ability to take direction and carry out assigned duties independently.

Physically able to do all aspects of the job.