

**SCHOOL DISTRICT OF PUTNAM COUNTY
JOB DESCRIPTION**

CABINET MAKER

QUALIFICATIONS:

- (1) Must have a thorough knowledge of all phases of woodworking shop and the proper operation of the machinery used therein.
- (2) Must have worked with a woodworking mill.
- (3) Possess a valid Florida driver's license.
- (4) High school graduate or equivalent.

KNOWLEDGE, SKILLS AND ABILITIES:

Skilled in making and repairing such articles as doors, cabinets, shelves and all types of school furniture. Knowledge of and skill to use and maintain tools of the trade.

REPORTS TO:

Director, Maintenance/Facilities

JOB GOAL

To maintain the physical facilities in the District in good condition and to provide a safe, healthy and attractive facility for employees and students.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Construct and install cabinets and shelves for various classrooms and offices.
- * (2) Construct and install chalkboards and bulletin boards.
- * (3) Repair various types of furniture.
- * (4) Installation and repair of various locks.
- * (5) Maintain tools and equipment necessary to perform duties.
- * (6) Requisition materials and supplies for jobs in progress.
- (7) Perform other incidental tasks consistent with the goals and objectives of this position.

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

*Essential Performance Responsibilities

Job Description Supplement Code 2

SALARY LOCATOR: Classified Personnel Salary Schedule