



1306 CABINET SHOP SPECIALIST

Classification Summary

Designs and performs skilled construction, alteration, and repair of cabinets, furniture, and related articles.

Distinguishing Characteristics

Distinguished from Cabinetmaker by the requirement for additional skill and experience and assignment to construct working drawings for use by Cabinetmakers or other tradespersons.

Supervisory Relationships

Reports to the Building Supervisor. May provide technical oversight to the Cabinetmaker or work crews.

Examples of Duties

1. Plan, design and prepare working drawings for construction or repair of cabinets, furniture, chalkboards, and countertops, including material, labor, and cost estimates.
2. Contact local contractors for bids on projects beyond the resources or abilities of District staff.
3. Construct and install new or repaired cabinets, countertops, furniture and chalkboards; schedule installations with school administration and coordinate installations with other trades so work is done in proper sequence.
4. Perform routine maintenance of shop tools. Sharpen planer knives, diagnose malfunctions, and make necessary mechanical adjustments.
5. Order and maintain inventory of hardware and building materials.
6. Review equipment needs of cabinet shop annually and submit requests for tools, supply price bids and model numbers.
7. Maintain accurate records of work performed, materials used and accounts charged.
8. Perform related work as required.

Required Knowledge, Skills and Abilities

1. Comprehensive knowledge of design, materials and construction techniques for cabinets, furniture and related items.
2. Ability to operate hand and power tools such as skill saw, router, planer, sander, and jointer.
3. Ability to design custom cabinet installations from oral or written specifications.
4. Ability to prioritize workload based on needs of project and manpower availability.
5. Ability provide technical guidance to other staff and to oversee construction and repair work.
6. Ability to maintain accurate records.

Minimum Qualifications for Class Entry

1. Journey level experience as a cabinetmaker and three years experience in custom cabinet-building.
2. Possession of a valid State of Oregon driver's license.

Work Environment

Cabinets are constructed in a workshop setting, and incumbents install cabinets in buildings throughout the District. Assignments may require lifting of heavy objects, exposure to fumes and sawdust, working in awkward or tiring positions, or exposure to risk of injury by sharp cutting tools.