

Position: Finishing Department Specialist
Type: Part Time or Full Time, Hourly
Work Days: Monday – Friday, may require occasional Saturday work
Work Hours: 6:00 am to 10:00 am Part Time; 6:00 am – 2:30 pm Full Time
Monday-Wednesday-Friday
Pay Rate Range: Starting at \$15.00
Supervisor: Matthew Liberty

About the company:

We are a team of Vermonters who design and craft quality wood and metal components for furniture, cabinetry and architecture, along with fine finished and unfinished furniture. We discovered our passion for quality woodworking here in the Northeast Kingdom---and now offer our expertise in the form of highly refined solid wood solutions for the next generation of woodworkers, hobbyists and DIYers.

About the position:

The Finishing Department's focus is to finish products paying close attention to details ensuring each piece consistently represents the highest quality. The department must prioritize its work to maintain an efficient work flow to further the goal of timely order fulfillment. Coordination with other departments is necessary.

Job Functions:

- Maintain safe and clean working conditions
- Develop plans to accomplish work, and prioritizing and organizing one's own work and work of others within the finishing department
- Knowledge of inputs, outputs, raw materials, waste, quality control, costs, and techniques for maximizing the finishing of goods
- Knowledge of machines and tools, including their designs, uses, benefits, repair, and maintenance (repair may be outsourced)
- Determine an appropriate work pace to maximize contribution
- Be aware of product demand to anticipate work needs and flow
- Making judgments about or assessing the quality of product. Demonstrate authority in rejecting product based on standard of desired quality
- Inspecting or diagnosing equipment, structures, or materials to identify the causes of errors or other problems or defects.
- Removes excess solvent with cloth
- Smooths surface for finishing, using sandpaper or power sander.

- Brushes successive coats of finish on workpiece.
- Polish finished surfaces.
- Finish surfaces of new furniture pieces bringing out highlights shadings by rubbing surfaces with abrasives or cloth
- Arrive to work, meetings, appointments and other work-related functions on time and as scheduled
- Other duties as assigned

Finishing Department Cross Training

- Each member of the finishing department will be cross-trained in the Tops and Squares Department. At times, team members may work in other areas as well.

Skill Requirements:

- Works independently with little supervision and as member of a team
- Maintains a friendly – non-competitive environment
- Communicating work outcomes
- Understanding the consequence of error, being accountable and responsible
- Combining, evaluating, and reasoning with information and data to make decisions and solve problems. These processes involve making decisions about the relative importance of information and choosing the best solution.
- The ability to efficiently shift back and forth between two or more activities or sources of information
- The ability to concentrate and not be distracted while performing a task over a period of time
- The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- The ability to match or detect differences between colors, including shades of color and brightness
- The ability to apply general rules to specific problems to come up with logical answers. It involves deciding if an answer makes sense.

Finishing Department Production Orders

- If an item ordered requires finishing, the Production Order will list finishing as a service.

Physical Requirements:

- Lifting/shifting/moving table tops and base kits: maximum one person lifting capacity at 40 lbs.
- Lifting/shifting/moving table tops and base kits: cooperative lifting up to 200 lbs.
- Repetitive upper body motion: wiping and rolling

- Standing for long periods at a time up to 8 hours a day

Safety Requirements

- Protective eye gear required
- Protective skin gear: rubber gloves
- Awareness and great care in working with buffer, lathe and drill – use of machines with fast moving parts
- Proper handling and storage of oil soaked rags

Equipment Used

- Industrial Lathe
- Professional Grade Buffer
- Hand-held portable drill

Interested candidates, please send an email with resume AND cover letter to: legs@tablelegs.com