

## Infracraft Position Description

Title	<b>Cabinet Maker</b>
Location	Toormina or as required
Responsible to	Assembly Supervisor
Role purpose	Work as a Team Member to produce high-quality joinery using advanced machinery and technology

### Responsibilities

- Calculate and prepare job requirements by analysing drawings and specifications;
- Set up jigs, select material, cut to size and shape using templates;
- Select and prepare correct material (e.g. manufacture board, timber etc);
- Mark out and process pieces using the correct equipment and methods;
- Set up, adjust and cut joints using cutting machines or hand-powered tools;
- Operate Computer Numerical Control (CNC) machinery and nested-based manufacturing;
- Assemble pre-prepared components to form structures and fittings;
- Trim and glue joints, fit parts together;
- Assemble sections to form completed articles
- Use clamps, apply pressure, reinforce joints with nails, dowels and screws as required;
- Work with plastics, laminates, Perspex, glass, stone, metals or other materials as required;
- Fit hinges, locks, catches, drawers and shelves;
- Install completed products on site when required;
- Sharpen, adjust and maintain tools as relevant;
- Repair damaged products when required;
- Manufacture jigs, templates or prototypes to support the future production of articles;
- Establish and confirm the requirements of internal and external customers;
- Complies with all relevant Work Health and Safety Regulations that apply in the work area;
- Perform any other relevant duty as delegated by the Assembly Supervisor.

### Main Duties

- Works with a range of materials to consistently manufacture quality joinery;
- Assists in providing training and education to others as may be required;
- Understands, implements and maintains quality control techniques in own and the works of others;
- Works in a safe manner to maintain own and others' wellbeing;

### Success targets/guidelines

- Exercises discretion, consistently produces high-quality joinery and minimum waste;
- Remains productive under limited supervision;
- Functions as a productive member of the Assembly Team and promote inter-personal harmony;
- Complies with all relevant standards applicable to Infracraft Detailed Joinery.

### Personal requirements

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| <ul style="list-style-type: none"> <li>• Attention to detail and commitment to quality;</li> <li>• Average computer literacy;</li> <li>• Ability to multi-task;</li> <li>• A high level of accuracy;</li> <li>• Ability to communicate clearly</li> </ul> | <ul style="list-style-type: none"> <li>• Ability to follow, and at times challenge set processes within the department;</li> <li>• Suitable Trade Qualifications;</li> <li>• A mindset for continuous improvement</li> <li>• Relevant experience in joinery</li> </ul> |
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### Infracraft values to be upheld and promoted

- Quality
- Innovation
- Respectful communication
- Team player
- Solution focused

I, \_\_\_\_\_, have read and understood this Position Description and accept the duties and responsibilities outlined above.

Date : \_\_\_\_\_

Signature : \_\_\_\_\_