



Production Finisher and Production Woodworker Job Description

Production Finisher as Primary Job Function

Job Summary:

Perform a wide variety of duties under the direction of the Finishing/Shipping Manager (F/SM). The Finisher will work directly with the Head Finisher and is responsible for finishing furniture pieces to the specifications provided and ensuring the quality of our products stay high and consistently best in the market and keep the flow consistently moving and on time.

Primary Relationships:

The finisher reports to the Finishing/Shipping Flow Manager. Within the organization, you have primary working relationships with the shipping team, shop manager, finishing team, sales team, and other members of the management team on occasion.

Essential Functions:

- Help manage the flow of product in the finishing department, making sure timelines are met.
- Maintain quality control in the finishing department in combination with the F/SM.
- Working on efficiencies in combination with the F/SM, always growing, always learning faster and better ways, keeping open minded when trying new ideas.
- Help keep moral high, boosting confidence, and employee standards, in conjunction with the F/SM.
- Working in the finishing booth and outside the booth, sanding, spraying and all aspects of working in the booth, including spraying clearcoats, paints, and custom stains.
- Orbital sanding skills essential, spray equipment knowledge and colour theory an asset.
- Maintaining proper booth housekeeping practices at beginning and end of day.
- Performing maintenance on spray booth and related equipment.
- Being held accountable if the work order does not get completed on schedule
- Communicate with person in charge of samples to ensure custom samples keep moving through system.

Production Woodworker – Secondary Position

Job Summary:

This position will be a floater position and will work in the Production department if the Finishing department doesn't require a second person. As a Woodworker, you will perform a variety of tasks under the direction of the Shop Foreman. The production woodworker is responsible for building specific pieces of furniture to the specifications that are given. Other tasks could include but are not limited to unloading the kilns, keep shop and workstation clean and tidy and free of hazards. Empty dust collector daily and be aware of the equipment you are using and let your supervisor know if something needs to be fixed or replaced. This position may also be asked to help in other areas of the production process such as finishing, assembly and shipping. You will be required to follow all safety protocols and use PPE (Personal Protective Equipment).

Primary Relationships:

The production worker reports to the Shop Foreman. Within the Organization, the position has primary working relationships with the Shop Foreman and the Chief Production Officer as well as working relationships with the Drafting Team, Sales Team, other members of the Management Team and all staff of Live Edge Design and its service providers.

Essential Functions:

- Interact with Sales and Design over layout of raw slabs
- Interpret and build from production plans
- Prepping raw materials
- Sanding
- Cutting material into pieces
- Trim, joint or plane
- Assembly as required

Skills and Qualifications:

Ability to understand and safely run the following pieces of equipment:

- Table saw
- Jointer
- Planer
- Sander
- Bandsaw
- Router

Additional Responsibilities:

- Work overtime and weekends as required
- Assist the health and safety department
- As part of the whole Live Edge Team, assisting with whatever tasks need to be completed including but not limited to, janitorial services and heavy lifting

Training:

We are willing to invest in the right person and are willing to train with the primary focus being in the Finishing department.