



## **Carpenter/Cabinetmaker**

**The Town of Stratford is currently accepting applications for the position of Carpenter/Cabinetmaker for the Public Works Department.**

### **GENERAL DESCRIPTION:**

This is highly skilled carpentry work involving cabinet making, building repairs and alterations or renovations of structures.

Work involves responsibility for performing a variety of highly skilled carpentry tasks in construction, maintenance and repair. Duties include the construction of furniture, repair and maintenance of millwork, construction of signs, repair of locks and the alteration and repair of buildings, equipment, floors, stairways, partitions, doors and other wood fixtures. The work requires that the employee understand the kinds and qualities of wood and carpentry tools and their use in cabinetmaking.

### **SUPERVISION RECEIVED:**

Works under the general supervision of an Assistant Building Maintenance Superintendent.

### **EXAMPLES OF DUTIES:**

- Constructs repairs and finishes furniture and cabinets from wood, Formica and other carpentry materials.
- Performs the full range of tasks in the Carpenter classification as assigned.
- Repairs and maintains millwork in Town buildings.
- Constructs signs for Town buildings.
- Repairs locks.
- Fabricates molding cutters for constructing special wood moldings.
- Repairs and maintains all woodworking machinery.
- Estimates job costs, orders materials and keeps simple work records.
- Oversees helpers and laborers as assigned.
- Performs related work as required.
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### **KNOWLEDGE, SKILLS AND ABILITIES:**

- Considerable knowledge of the tools and techniques of cabinetmaking and the carpentry trade.
- Considerable knowledge of the kinds and qualities of wood and its various uses.
- Considerable knowledge of the occupational hazards and safety precautions of the trade.



- Considerable skill in the use and care of hand and power tools used in the carpentry trade.
- Considerable ability to make simple time and materials estimates and purchases.
- Considerable ability to work from sketches, blueprints and oral or written instructions.
- Good ability to maintain routine records.
- Good ability to oversee the work of others.
- Considerable ability to establish and maintain effective working relationships with supervisors, associates and other municipal officials.

**QUALIFICATIONS:**

A high school or trade school diploma or the equivalent plus six years of full service carpentry experience including at least two years of cabinetmaking experience, OR, an equivalent combination of education and experience substituting on the basis of one year of experience for each year of education.

**SPECIAL REQUIREMENTS:**

Must have a valid Class 3 Connecticut Driver's License.

Applications can be found at [www.townofstratford.com/humanresources](http://www.townofstratford.com/humanresources) and should be submitted to the following:

Town of Stratford  
Human Resources Department  
Stratford Town Hall  
2725 Main Street, Stratford, CT 06615

**Posted 9/28/20**