

approved

STUDENT LABOR POSITION DESCRIPTION
Woodcraft

Most Recently Updated 03/05/99

Position Title: Machine Room Assistant
Must work 10 hrs/wk

I. Grade Level: 4

II. Description:

A. The following are the essential duties for a Machine Room Assistant in the Woodcraft Department:

1. Operate cut-off, band saws, router and jointer.
2. Operate drill press.
3. Prepare pieces for assembly for small craft items.
4. See that the workplace and environment are clean.
5. Perform other job-related duties as assigned.

B. The following are possible additional duties for this position:
None beyond those described as essential above.

III. Learning Opportunities:

- A. Woodworking skills.
- B. Machinery operation.

IV. Basic Qualifications:

- A. General: Previous experience as a Machine Room Assistant Trainee.
- B. Skill: Proficiency in the use of machines listed above.
- C. Physical: Good health.
- D. Academic: None.

V. Desirable Qualifications:

- A. Safety conscious.
- B. Prompt and dependable.

VI. Narrative Summary:

Student operated cut-off, band saws, router jointer, and drill press; and prepared small crafts item pieces for assembly.