

approved

## **STUDENT LABOR POSITION DESCRIPTION**

### **Woodcraft**

Most Recently Updated 03/05/99

Position Title: Rough Mill Production Supervisor  
Must work 10 hrs/wk

**I. Grade Level: 5**

**II. Description:**

**A.** The following are the essential duties for a Supervisor in the Woodcraft Department:

1. Aid in preparing stock to be cut.
2. Help with gluing wood stock.
3. Supervise students in Rough Mill room.
4. Oversee operation of saw and glue machine.
5. See that the workplace and environment are clean.
6. 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. Supervisory skills.

**IV. Basic Qualifications:**

- A. General: Previous experience in craft industry.
- B. Skill: Knowledge of operation of machinery.
- C. Physical: Good physical condition.
- D. Academic: None.

**V. Desirable Qualifications:**

- A. Dependability.
- B. Attention to detail.
- C. Promptness.

**VI. Narrative Summary:**

Student aided in preparing wood stock to be cut and with gluing stock; student also supervised student workers in the Rough Mill Room, and oversaw operation of saws and glue machine.