

OCCUPATIONAL PROFILE FOR FURNITURE MAKER

Workers Behaviour		General Knowledge and Skills	
<ul style="list-style-type: none"> Care for cleanliness Integrity Honest / sincere Careful / reliable Dedicated Hardworking Time conscious Motivated Quality conscious Initiative / responsible Punctual / creative Safety conscious Organized Socially conscious 		<ol style="list-style-type: none"> Technological development Computer knowledge Tools and equipment Work and worker safety precautions Estimation and costing Technical knowledge Identification of materials First aid Basic electrical knowledge Self development Traditional structures Technical drawings Maintenance of tools and equipment Labour acts Communication skills Learning / teaching Marking, drawing, planning skills Decision making and leadership skills Traditional furniture making skills Problem solving skills and visualization Writing / speaking and basic painting skills 	
TOOLS AND EQUIPMENT		CONCERNS AND FUTURE TRENDS	
<ul style="list-style-type: none"> Saw Planner Thickeners Multi drilling machine Spindle moulers Lathe machine Portable planner Portable electric drill Copy router Battery drill Sander Spraying gun Air compressor Lathe tools Allen keys set Auger and forstner bit Electric extension cord Carving tool set Veneer press 		<ul style="list-style-type: none"> Claw crow bar Plier and compass Screw driver Marking gauge Measuring tape Axe / knife and chisel Center punch File and hammer Marking thread Plumb bob and pincer Try square Spirit level Callipers and wrench Clamps and brush Snips and glass cutter Smoothing leather Marking pencil Grinding machine Dowel milling machine Triangle press 	
<ul style="list-style-type: none"> Competition from imported furniture Facilities need improvement Adopt new technology Promote traditional furniture making Engabling policy Dignity of labour Instil work ethics Enforce labour act Research and development Introducing new materials Develop easier training methodology Develop industrial sites 			

Endorsed by Technical Advisory Committee (TAC) for Power sector (TAC - PS) on 22nd May 2008
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Occupational Profile for FURNITURE MAKER Level 2

DACUM Panel Members

Phub Tshering
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 M/s Guru Furniture
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Budha Bir Tamang
 M/s Ude Furniture
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 Royal Government of Bhutan

Produced for

**Training Providers, Employers, Employees,
 Trainees and Interested General Public.**

Developed by

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 Ministry of Labour and Human Resources
 Thimphu**

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FURNITURE MAKER : Duties & Tasks

26 - 27 May 2005

Duties		Tasks												
A	Prepare for work	A1 Prepare work plan	A2 Select worksite	A3 Set-up work bench	A4 Prepare tools list	A5 Coordinate with suppliers	A6 Prepare requisite materials	A7 Interact with customers	A8 Prepare rough sketch	A9 Draw basic drawings	A10 Interpret drawings	A11 Estimate cost	A12 Delegate work to subordinates	
B	Ensure work safety	B1 Maintain first-aid box	B2 Display safety signs	B3 Demonstrate safety procedure to helper	B4 Wear safety gear	B5 Clean work areas	B6 Ensure adequate lighting and ventilation	B7 Stake materials at assigned places	B8 Dispose waste materials safely	B9 Maintain safe chemical storage	B10 Maintain tool box	B11 Install suction system	B12 Follow safety rules	
C	Maintain tools and equipment	C1 Read maintenance manual	C2 Prepare maintenance schedule	C3 Carry out tools setting	C4 Lubricate tools / equipment	C5 Sharpen tools	C6 Clean machines and tools	C7 Repair minor faulty parts	C8 Replace minor broken parts	C9 Maintain stock of spare parts	C10 Maintain history book tools and equipment	D15 Carry out basic carving	D14 Monitor work progress	
D	Execute furniture work	D1 Carry out measurement	D2 Carry out rough cutting	D3 Plane sawn wood	D4 Carry out thickness planning	D5 Mark joints	D6 Trim to required dimension	D7 Carry out drilling work	D8 Carry out drilling work	D9 Carry out lathe turning	D10 Prepare profile	D11 Carry out veneering	D12 Carry out grooving	D13 Repair old furniture
E	Execute fittings work	E1 Fix knobs	E2 Fix hinges	E3 Carry out allen key fitting	E4 Attach haps and staples	E5 Under take glass fittings	E6 Install locks	E7 Fix nuts and bolts	E8 Install tower bolts	E9 Install magnet fittings	E10 Install roller fittings	E11 Fix handles	E12 Install wire mesh	E13 Install slide shutters
F	Assemble parts	F1 Examine fitness	F2 Glue parts	F3 Join parts	F4 Clamp parts	F5 Screw parts	F6 Check squareness	F7 Carry out 90° angle	F8 Check levelling	F9 Check packing of finished products			E14 Fix glass	
G	Carry out surface treatment	G1 Sand surfaces	G2 Maintain viscosity ratio	G3 Apply primer	G4 Carry out primer sanding	G5 Lacquer surfaces	G6 Carry out staining	G7 Colour surfaces safely	G8 Oil surfaces	G9 Polish surfaces				
H	Ensure quality product	H1 Use quality timber	H2 Check moisture content	H3 Check colour matching	H4 Check chamfer edges	H5 Check round corners	H6 Check edges	H7 Check excess glue	H8 Carry out final touch-up	H9 Check dimensions	H10 Check surface finishing	H11 Test product		
I	Upgrade knowledge and skills	I1 Participate skills competition	I2 Attend workshops and seminars	I3 Innovate designs	I4 Refer catalogues	I5 Interact with seniors	I6 Share best practices	I7 Under take industrial tour	I8 Work on by-product	I9 Develop new products	I10 Teach juniors			