
Overview

This standard addresses the competence required to complete contemporary production furniture that is of a high, bespoke or complex specification. A high skill level will be necessary to deal with work which presents particular challenges which may include difficult handling characteristics, fragility, high costs, curved work and/or splayed edges. This involves:

- 1 planning and preparation
- 2 interpreting information
- 3 selecting materials, components and equipment
- 4 curved work
- 5 repairs and modifications to items of furniture
- 6 checking quality

**Performance
criteria**

- You must be able to:
- P1 comply with the specific health and safety legislation and follow official guidelines to maintain a safe working environment
 - P2 interpret and clarify the information relating to the design and where necessary make adjustments
 - P3 design and/or make accurate templates for complex designs
 - P4 sort, match and mark components, where necessary making any adjustments
 - P5 use approved safe handling techniques, following any special procedures for handling components
 - P6 deal with damaged and/or incorrect components and take the actions necessary to resolve any problems this causes with production
 - P7 select the correct components as specified and confirm their quality meets the company standards
 - P8 select the required tools and equipment to complete the assembly
 - P9 assemble components in a logical and safe sequence using appropriate fixing and joining materials
 - P10 make necessary adjustments to ensure that alignment of surfaces is to the required tolerances
 - P11 maintain effective communication with the supporting personnel, clearly specifying quality outcomes to be met
 - P12 ensure safe and effective working practices are followed at all times, in line with current health and safety legislation
 - P13 finish the furniture which may involve cleaning, wiping glue joints, staining, filling
 - P14 use the correct techniques and materials to achieve the specification
 - P15 make good any assembly faults which need to be dealt with for the specified quality to be achieved
 - P16 carry out any repairs on marks and defects made during the manufacturing/fitting process
 - P17 accurately, measure, mark and position fittings to produce the required alignment adjusting as necessary to ensure that movement of fixed components is minimised

- P18 accurately bore, cut or shape the item as necessary in preparation for the fastening of fittings
- P19 ensure that fittings are firmly secured in place and lie square and true to the surface, according to the attachment method used
- P20 ensure organisational procedures to minimise the risk of damage to components/workpieces are followed
- P21 maintain effective communication with supporting personnel or colleagues, clearly specifying quality outcomes to be met
- P22 complete the work within the required time and to the required standard
- P23 deal safely and effectively with any problems during the assembly
- P24 make sure dimensions and construction of completed furniture are to the required quality standard/specification
- P25 confirm that necessary legal and regulatory requirements are met in the completed assembly
- P26 reinstate the work area ready for the next assembly
- P27 complete and check required documentation
- P28 in line with current health and safety legislation, ensure safe and effective working practices are followed at all times

Knowledge and understanding

You need to know and understand:

- K1 how to interpret work specifications, including the meaning of technical terms
- K2 the circumstances under which it would be necessary to make adjustments to designs and the extent of adjustment that might be necessary
- K3 how to correctly identify which measurements are required for the production of templates and cut outs
- K4 how to design and make accurate templates for complex designs
- K5 the specific health and safety issues associated with working in the workplace
- K6 the handling characteristics and properties of natural timber, wood composites, laminates, glass and stainless steel
- K7 how to recognise defects in wood and wood based products and the action to take to deal with this
- K8 safe handling techniques for components such as delicate or heavy components or items of an awkward size or shape
- K9 the range of joining and fixing materials available, their characteristics and suitability for the furniture assembly
- K10 the range of tools and equipment available, their operation and suitability for the furniture assembly
- K11 techniques for joining materials and potential problems with joining different materials
- K12 how to accurately measure, check and align in three dimensions
- K13 what sort of problems can occur with the assembly, such as equipment faults, and how would they be dealt with
- K14 organisational work flow procedures
- K15 what your personal responsibilities and that of your team are towards health and safety and the implications for your work of the relevant regulations
- K16 the handling characteristics of natural timber, wood composites, glass, laminate, stainless steel
- K17 the working characteristics of natural timber, wood composites, glass, laminate, stainless steel
- K18 the tolerances expected and the level of accuracy required
- K19 the types of assembly fault that may arise and how to correct them

- K20 how to repair marks and defects
- K21 what fittings are appropriate for production furniture and the methods of attachment
- K22 how to accurately measure, mark and position fittings
- K23 how to check and adjust alignment and movement of components
- K24 what sort of faults may occur and how should they be dealt with
- K25 what timescale have been agreed for the work
- K26 the time allowed for the completion of the work
- K27 how you would check the assembly against specifications or drawings and make alterations as necessary
- K28 the quality standards required for the work and the procedures for checking quality of completed assemblies
- K29 legal and regulatory requirements applicable for the intended use of production furniture
- K30 how to reinstate the work area for the next assembly
- K31 what documentation is required and confirmed by the customer and how to complete it

Additional information

Scope

Components

These may vary in size from complex, detailed and/or delicate components to large, heavy items and/or items of an awkward shape or size. Components will differ according to the type of furniture and can include:

- 1 structural/framework
- 2 curved parts
- 3 splayed work
- 4 tapered and shaped components
- 5 internal components such as wine racks, hidden drawers
- 6 sliding doors
- 7 tambour door

Components can be made from natural or manmade materials. Doors may be flat or curved and surface or flush fitted.

The types of drawers covered by this unit are those with false fronts, fitted by hand, and which make use of mechanical runners.

Problems and faults

Problems and faults may relate to quality and design issues, the use of materials, tools, equipment and/or components. Solving them will require communicating and coordinating with internal and external suppliers about lead times and other supply information or ordering replacement components/materials.

Repair

Repairs may relate to any work that is done to put right any marks or defects highlighted, or modifications that alter the design. These could include

1. cutting in new pieces of laminate/veneer to repair chips or blemishes
2. reattaching loose laminate/veneer
3. filling or waxing with coloured materials to hide any blemishes

Materials

Typical materials for assembling of furniture could include: wood composites, softwoods, hard woods, metals, glass and man-made materials used in modern production furniture.

Materials also covers: finishes, adhesives, fixings and specialised fixtures and fittings.

Equipment

Typical tools and equipment needed for the production of furniture would include:

- 1 hand tools
- 2 powered tools
- 3 basic woodworking machinery
- 4 devices
- 5 pneumatic or vacuum operated tools

Information/Specification

The specification for the assembly of furniture will have been obtained and agreed between yourself and colleagues. This may also include deciding and agreeing on other information such as suitable materials and fittings for use in the assembly.

It should be written and/or involve drawings and work lists. It will typically detail:

- 1 the dimensions, construction and finishing of the furniture
- 2 resource requirements
- 3 time schedule
- 4 Health and Safety issues
- 5 design alterations

This will also include manufacturer's information for components and fittings.

In the context of this unit, fitting tolerances to within +/- 1mm would be expected.

Although specifications will usually be provided in written form or by diagrams a competent person should also be able to work from verbal instructions.

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