

# APPRENTICE

## UPHOLSTERER & CUTTER

SINCE 1988

# ROGER LEWIS

WILTSHIRE

### JOB DESCRIPTION

Apprentice within the upholstery team. The successful candidate will be enthusiastic and flexible, with a positive 'can do' attitude.

You will receive comprehensive training, benefiting from both structured training programs, and on the job teaching. From which you will learn practical hands on skills and techniques to produce different types of upholstered furniture

Being an Upholsterer, you will be required to work in a wide range of production environments. Workplaces can be a variety of size from small work-shops through to large commercial factories; either way you will need to be able to work independently and as a part of team.

### KEY RESPONSIBILITIES

- Prepping and preparing frames for upholstery - covering furniture frames with different densities of foams and fibres, fabric, using stitching, staples, tacks or glue
- Using a wide range of suspension/ seat support systems including webbing and springs
- Filling cushion covers with interiors including fibre, foam and feathers
- Working with a large range of materials including fabrics and leathers
- Stripping down items of furniture from covers back to the wooden frame
- Using a range of trimmings and finishings including buttons, facings, piping and decorative studs
- Using wide range compressed air equipment including clip, frame, staple, pin
- Use a range of hand tools including scissors, shears, staple lifter, tin snips, hammers mallets and pincers
- Cutting materials with templates ready for upholstery
- Good housekeeping and general labouring duties
- Working with mechanical components such as sofa-bed actions
- Checking stock levels, managing storage of stock and inventory
- Working as part of a team on piece work production
- Working independently, using your own initiative
- Minimise waste and ensure efficiencies with consumption of materials etc
- Maintain daily attainment to plan
- Adhere and maintain quality standards at all time
- Maintain accurate up to date records and meet tasks set within timeframe required

### QUALIFICATIONS

- Achieved level 1 English and maths (equivalent to GCSE grades 3 to 1 or D to G)
- Taken level 2 English and maths (equivalent to GCSE grades 9 to 4 or A\* to C)

### WHAT YOU'LL GET

- Full upholsterer training
- Build a range of relevant skills
- Opportunity for progression and role expansion
- Joining a skilled, dynamic team

#### Our mission..

Design & make beautiful contemporary furniture through innovation, pride & passion. Inspire & enable all who connect with Roger Lewis to thrive & enjoy their own journey.

#### Our vision..

To create distinctive, customisable and sustainable designs that people seek out & revere for life.

### SKILLS

- to have an excellent, positive, can do attitude
- to be punctual and conscientious
- to be thorough and pay attention to detail
- the ability to use your initiative and work independently to work confidently under pressure to meet targets and deadlines (often fast-paced and multi-tasking)
- to work well with others as part of a team and communicate in a clear and effective manner (be able to follow written and verbal instructions)
- to have a flexible approach to workloads and be open to change and learning new skills
- to have the ability to develop strong internal relationships with team
- to be able to work within a factory environment as part of a team
- to be able to adjust to working on different designs and models of furniture
- to have basic numeracy and IT skills and be able to carry out basic tasks on a computer or hand-held device
- a desire to learn about design and have an interest in manufacturing production and processes
- the ability to learn how to use and maintain machines and tools
- to learn and fully comply with Health & Safety procedures
- to follow manual handling guidelines and procedures (some lifting required)
- to adhere to the companies Quality Assurance

### ROLE INFORMATION

#### HOURS OF WORK

40 hours per week (08:00-17:00)

#### WORK ENVIRONMENT

Workshop/Office

#### SALARY

TBC

#### COURSE DURATION

Approx 16 months