



**Position Title:** Woodworker Production Manager

**Position Classification:** Hourly; non-exempt

**Location:** Los Angeles, 90043

Paradise Framing is a bespoke fine art picture frame maker and art preservation company serving international art galleries, museums, artists, and collectors. Paradise Framing is a queer-friendly, anti-racist, anti-sexist workplace.

**Compensation, Hours and Benefits:** Compensation for this position starts at Coordinator level 1 at 33.17/hr up to Coordinator level 4 at 39.79/hr and is commensurate with experience. We value the time of our employees. This position is for a 32 hour work week. Monday through Thursday 10-6, lunch hour and afternoon break are paid. There are 4 weeks of paid vacation per year, 8 paid holidays, 48 hours of paid sick leave, healthcare with a \$200 month company contribution as well as optional vision and dental. Paradise Framing has a simple IRA retirement savings plan with company matching up to 3% of annual salary.

**Position Summary:** The occupant of this position will fabricate and finish closed-corner frames for fine art clients. They will maintain project deadlines and identify and implement improvements in production. They will participate in research and development of new techniques and technologies for production improvement. The occupant of this position will train and mentor junior staff, setting the pace for workflow and ensuring quality control. Paradise Framing has a collaborative structure and culture. The occupant of this position will work collaboratively with all other team members in the company. The ideal candidate for this position will have several years of fine woodworking experience in a leadership position in precision production environments such as fine art framing or furniture making.

**The ideal candidate will have the following values:**

- Attention to detail
- Collaborative mindset
- Ingenuity
- Creativity
- Curiosity
- Humility
- Kindness

**Essential Duties:**

- Build frames to company specifications and quality standards
- Execute woodworking joints including miters, lap joints, mortise and tenon, splined miters, locking miters, dovetails, box joints, etc..
- Manage woodshop production schedule to ensure that deadlines are met
- Document production best practices
- Measure production efficiency, plan and implement processes and studio updates to increase efficiency

- Ensure quality standards are consistently and efficiently met
- Safely and competently use and maintain shop machines and power tools including chop saw, table saw, power sanders, and cordless drills
- Use specialized shop and hand tools including Morso mitre guillotine, Festool Domino joiner, and dovetailing machine
- Work with designer on special projects and new frame designs
- Maintain close attention to detail while engaged in repetitive tasks
- Perform tasks with minimal direction and observation
- Participate in the hiring and managing of assistants
- Work with other production and operations staff to complete jobs in a timely and efficient manner

**Required Competencies:**

- Leadership
- Teamwork
- Communication proficiency
- Organizational skills
- Time management
- Process improvement
- Decision making
- Quality management/control
- Excellent mathematics and measuring skills
- Sketchup

**Preferred competencies:**

- Proficiency in a variety of hand-applied finishes for hardwoods
- HVLP applied finishes
- Wood carving experience
- Tool tuning ability
- Computer-aided design and 3d modeling, fusion 3d, mach3
- CNC operations, shaper origin, zenbot CNC

**Tools of the Trade:** Must be able to utilize a variety of hand-held tools and equipment in a capable, professional, safe and consistent manner to include the use of a cordless drill and driver, vices and clamps, chop saw, and table saw, Morso guillotine, wall mounted multi-material cutter, among others.

**Required Experience and Education:** Minimum four (4) years of experience in a leadership role in a highly skilled woodworking facility, furniture manufacturing company, fine art framing at an art museum or a high-quality closed corner framing studio. Applicants in a second stage of the application process will be asked to submit a portfolio of relevant work.

**Physical Demands:** Occasional lifting of up to 60 pounds. This position is active and will require standing, walking, bending, kneeling, stooping and crouching. This job requires working over a standing table with a height of 38-42 inches for up to 3 hours at a time. Reaching is also occasionally required. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. Manual dexterity is essential.

**To Apply:** Send an email with the subject heading “Woodworker, Production Manager” a letter of interest in the body of the email and a resume attached to [info@paradiseframingla.com](mailto:info@paradiseframingla.com)

This position is opened until it is filled.