



REVISED: 07/17/2019
Submitted: 07/16/2019

JOB TITLE:	WORKER SHEET METAL
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB, GRADE 6
WORK YEAR:	260 DAYS
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8420
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES
Performs maintenance to facilities that require sheet metal fabrication and repairs.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Fabricates, assembles, installs, and repairs sheet metal products and equipment, such as control boxes, drainpipes, ventilators, and furnace casings, according to job order or blueprints
Selects gauge and type of sheet metal according to product being fabricated and knowledge of metal
Locates and marks dimension and reference lines on metal sheet
Sets up and operates fabricating machines, such as shearers, brakes, bending rolls, and punch and drill presses to cut, bend, and straighten sheet metal
Shapes metal over anvils, blocks, or forms, using hammer
Sets up and operates soldering and welding equipment to join together sheet metal parts
Smooths seams, joints, or burred surfaces, using files and portable blueprints specifications, using hand tools and portable power tools
Inspects assemblies and installation for conformance with specifications, using measuring instruments, such as calipers, scales, and micrometer
Completes all trainings and other compliance requirements as assigned and by the designated deadline
Performs all other duties as assigned by supervisor

PHYSICAL DEMANDS
The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls, and fine manipulations. The work requires the use of feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull heavy weights. The work requires being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS
High School Diploma or G.E.D.
Three (3) years of successful experience in sheet metal fabrication
Ability to fabricate and install work in shop or field
Ability to layout and fabricate from blueprints, show drawings, or sketches
Valid driver's license

DESIRABLE QUALIFICATIONS
Additional experience in this field
Experience in a diverse workplace