



REVISED:
07/01/2012

JOB TITLE:	SHEET METAL WORKER
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 handtools and portable power tools

Inspects assemblies and installation for conformance with specifications, using measuring instruments, such as calipers, scales, and micrometer

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 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

Effective communication skills

DESIRABLE QUALIFICATIONS

Additional experience in this field