



Job Description

POSITION CODE: 676
Classified Group: CSEA
Salary Range: 37
Work Days: 261
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POSITION TITLE: Lead Welder/Fabricator

DEFINITION: Under general supervision, performs skilled mig, tig, arc, and acetylene welding in building, repairing, fabricating, and modifying a variety of metal fixtures, equipment, pipe, tools, and metal structures. This is the working lead level.

DIRECTLY RESPONSIBLE TO: Supervisor, Building Maintenance

DUTIES AND RESPONSIBILITIES: (Any one position may not include all duties listed; the listed examples do not include all duties and responsibilities which may be found in positions within this classification.)

1. Establishes priorities for the shop; plans, assigns, inspects, and directs the work of district Welders.
2. Conducts on-site survey of work to be performed.
3. Computes time and material costs by estimating labor hours and ordering materials by telephone, fax, or online.
4. Coordinates with other shops and departments to complete work orders.
5. Ensures safety precautions are observed.
6. Welds metal parts together as specified by layout, sketches, blueprints, work orders, or verbal instructions using mig, arc, tig, and acetylene welding techniques.
7. Prepares designs and rough sketches of work to be completed.
8. Compiles material lists.
9. Performs brazing, soldering, hard facing, and cutting.
10. Repairs, modifies, or constructs truck beds, tool boxes, trailer hitches, utility trailers, bumpers, racks, railings, fire escapes, ladders, tanks, scaffolding, signs, fences, flagpoles, gates, kitchen equipment, lockers, and other metal structures or equipment.
11. Fabricates metal parts, brackets, and tools.
12. Performs plasma cutting on Computer Numerical Control (CNC) cutting machines.
13. Orders and installs district-wide signage.
14. Initiates, modifies, and closes work orders in automated system.
15. Welds galvanized, copper, cast iron, and stainless steel pipes and fittings.
16. Designs, builds, and repairs playground, gymnasium, and athletic equipment.
17. Forges, dresses, tempers, and sharpens tools.
18. Operates aerial lift, powered industrial truck, district vehicle, and a variety of hand and power tools.
19. Maintains inventory of parts and supplies.
20. Performs related work as required.

QUALIFICATIONS:

Education and Experience:

Completion of formal apprenticeship, extensive training program in a vocational school, or on-the-job training program; experience as a journey level welder using a variety of welding techniques.

Licenses and Certificates:

- Valid California Class C Driver's License issued by the California Department of Motor Vehicles within 30 days of hire or before driving any vehicle requiring the license

- American Welding Society (AWS) or equivalent welder/welder operator certification
- Must possess or attain an Aerial Lift Operator Safety Certification within 12 months of employment
- Must possess or attain a Powered Industrial Truck Safety Certification within 12 months of employment

Knowledge, Skills, and Abilities:

- Knowledge of standard practices, methods, materials, tools, equipment, hazards, and safety precautions of the welding trade
- Knowledge of the properties of various metals and their proper heat-treating and tempering methods
- Knowledge and skill in use of computers and assorted software programs
- Skill in mig, tig, arc, and acetylene welding techniques
- Ability to read and interpret blueprints
- Ability to build and forge parts by following drawings and rough descriptions
- Ability to apply basic math principles including fractions and geometric formulas
- Ability to understand and follow verbal and written instructions
- Ability to establish and maintain effective relationships with those contacted in the course of work
- Ability to communicate effectively both verbally and in writing with administrators, staff, students, and the community
- Ability to maintain consistent, punctual and regular attendance

WORKING CONDITIONS:

Work Environment:

- Indoor/outdoor work environment
- Seasonal hot/cold weather
- Very loud noise from equipment
- Drive a vehicle to conduct work

Typical Physical Characteristics: (with or without the use of aids; consideration will be given to reasonable accommodation)

- See small objects
- Inspect documents and other written materials with fine print
- Hear for safety purposes
- Operate tools and equipment requiring repetitive hand movement and fine coordination
- Move about schools and facilities to conduct work, including climbing, crawling, balancing, bending, stretching, stooping, kneeling, crouching and remaining in a stationary position for long periods of time
- Transport, move, and lift objects weighing up to 75 pounds
- Ascend/descend ladders and scaffolding
- Communicate to exchange information in person, with small groups, and/or on the telephone

Hazards:

- Work near moving mechanical parts
- Work in high or precarious places
- Exposure to fumes, gases, airborne particles, and toxic or caustic chemicals
- Exposure to non-weather related extreme heat
- Risk of electric shock

Other Characteristics:

- Willingness to respond to emergency calls at night or on weekends

This job description is not a complete statement of essential functions and responsibilities. The district retains the discretion to add or change typical duties of a position at any time.

Board Approved:	8/9/2017
Adopted:	6/1/1972
Revised:	6/29/1982
Revised:	3/17/1995
Revised:	5/1/2017