

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Sheet Metal Worker II

JOB CODE: 6400

Temp: 6057

DEPARTMENT: Facilities Operations, Maintenance

SCHEDULE: HO, H1

DATE: 10/16/06

BASIC OBJECTIVES

Sheet Metal Worker II (Jurneyperson) performs skilled work independently under the guidance of a Foreperson or other supervisory personnel and in accordance with the standard practices of the sheet metal trade. Jurneyperson level work includes, but is not limited:

- laying out, fabricating, installing, altering, maintaining, and repairing sheet metal associated with a component of, or the principal physical plant, and all related equipment;
- using knowledge and experience of the trade to determine a method or to devise a means to accomplish the assigned job; and
- interpreting technical data from sketches, blueprints, schematics and service manuals.

JOB TASKS/RESPONSIBILITIES

1. Performs tasks by utilizing the standard tools, materials, codes, methods and safe practices of the sheet metal trade.
2. Operates power driven machinery such as brakes, shears, rollers, grinders, formers, notchers, and drill presses.
3. Shapes sheet metal products to comply with close tolerances and to conform with an existing or specified condition.
4. Jbins work by soldering, welding, riveting or by the use of other fasteners.
5. Applies insulation materials to fabrications.
6. Performs assignments that include the use of different types of ladders, scaffolds, and/or other equipment.
7. Determines materials and equipment required and oversees their use, security and disposition.
8. Maintains records regarding materials, equipment, and job assignments.

9. Directs work of assigned staff.
10. Ensures that assignments are completed in conformance with instructions and applicable codes in a timely and cost effective manner.
11. Stays current with codes and technological methods and advances of this trade.
12. May operate M-DCPS or personal vehicle for functions outlined in job description and to locations specified by work orders or as otherwise directed.
13. Performs other related tasks as instructed.

PHYSICAL REQUIREMENTS

This is heavy work which requires the following physical activities: climbing, balancing, bending, stooping, kneeling, crouching, crawling, twisting, reaching, sitting, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, repetitive motions, talking, hearing and visual acuity. The worker is exposed to heat, noise, hazards, atmospheric conditions, oils and is required to wear a respirator. The work is performed indoors and outdoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. Written evidence of graduation from high school or equivalent, or GED certification.
2. Ability to read, write and understand oral and written instructions.
3. Acceptable written evidence of a minimum of four (4) years of diversified experience in the sheet metal trade, including either two (2) years experience as a certified Journey person welder or successful completion of an acceptable formal training program.
4. Possession of a valid Certificate of Competency is required as a Licensed Journey person from either Miami-Dade, Broward, Monroe, Collier or Palm Beach County.
5. Successful completion of the applicable trade M-DCPS skills test. (6400)
6. Possession of a valid Florida Class E driver's license.
5. Satisfactory completion of physical examination prior to hire date.