

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Glazier II

JOB CODE: 6110(HO)/6502(H2)

Temp: 6050(H1)

DEPARTMENT: Facilities Operations, Maintenance **SCHEDULE:** HO, H1, H2 **DATE:** 9/16/16

BASIC OBJECTIVES

Glazier II (Journey person) performs skilled work independently under the guidance of a Foreperson or other supervisory personnel and in accordance with the standard practices of the glazier trade. Journey person level work includes, but is not limited to:

- installing, altering, maintaining, and repairing of glass or other material used for windows, doors and mirrors;
- cutting glass or other material for the proper fit;
- using appropriate material necessary for setting the pane in position.;
- 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 glazier trade.
2. Oversees use of and operates power drive and manually operated equipment and tools.
3. Removes broken glass to reduce safety hazards.
4. Determines appropriate pane material, measures, cuts and inserts in openings made of wood, aluminum or other materials and sets the pane with the appropriate bead composition.
5. Repairs skylights and similar light emitting structures, work includes the use of tall ladders, scaffolding and other equipment.
6. Determines materials and equipment required and oversees their use, security and disposition.
7. Maintains records regarding materials, equipment and job assignments.
8. Directs work of assigned staff.

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

PHYSICAL REQUIREMENTS

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

MINIMUM QUALIFICATION REQUIREMENTS

1. Written evidence of graduation from high school or equivalent.
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 glazier trade, including either two (2) years experience as a Journeyman or successful completion of an acceptable formal training program.
4. Successful completion of the applicable trade M-DCPS skills test. (6110)
5. Possession of a valid Florida Class E driver's license.
6. Satisfactory completion of a physical examination prior to hire date.

Prior revision date (s): 12/15/93, 5/25/99, 12/11/00, 08/22/06, 10/16/06