



Office of Human Resources  
Welder - CJ2735  
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### General Statement of Duties

Performs full performance journey work to fabricate, repair, modify, and install various types of metal structures and equipment using standard welding practices.

### Distinguishing Characteristics

This classification fabricates, repairs, modifies and installs various types of metal structures and equipment using standard welding practices. The Welder is distinguished from the Facility Maintenance Technician, who performs full performance journey level work in one trades area and performs standard level work in a variety of trades areas in the construction, maintenance, and repair of City facilities and/or equipment.

### Level of Supervision Exercised

By position, performs lead work.

### Essential Duties

Operates manual or semi automatic hand and power equipment to fuse, tack, grind, heat, bend, cut, weld, heliarc and braze ferrous or nonferrous metals in flat, vertical, or overhead positions.

Works from sketches or develops plans and designs to lay out, position, align, and secure parts and assemblies as part of maintenance and repair work.

Examines work for defects and measures works with straightedges or templates to ensure conformance with specifications, and detects faulty operation of equipment or defective materials.

Monitor the fitting, burning, and welding processes to avoid overheating of parts or warping, shrinking, distortion, or expansion of material.

Estimates materials, labor and equipment costs.

Maintains records and prepares reports.

Operates safety equipment and uses safe work practices.

By position, participate in snow removal duties as assigned.

By position, maintains shop inventory for welding supplies and materials.

By position, operates heavy equipment in connection with their assigned duties.

By position, may be required to be on-call to address emergent needs.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

### Competencies

Arithmetic - Performs computations such as addition, subtraction, multiplication, and division correctly using whole numbers, fractions, decimals, and percentages.

Attention to Detail - Is thorough when performing work and conscientious about attending to detail.

Reading - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Technical Competence - Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Writing - Writes in a clear, concise, organized, and convincing manner for the intended audience.

### **Knowledge & Skills**

Knowledge of materials, methods, and appropriate tools to process, treat, form, or shape metal.

Knowledge of machines and tools, including their designs, installation, uses, repair, and maintenance.

### **Education Requirement**

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

### **Experience Requirement**

Three (3) years of journey level welder experience in gas and electric welding in the maintenance and repair of equipment or machinery.

### **Education & Experience Equivalency**

Additional appropriate education may be substituted for the minimum experience requirements.

### **Licensure & Certification**

This job requires driving. Requires a valid Driver's License at the time of application.

By position, requires a valid Commercial Driver's License (CDL "B") with appropriate endorsements by the end of probation.

By position, requires a valid Commercial Driver's License (CDL "A") with appropriate endorsements by the end of probation.

By position, requires certifications in Airbrake and/or Refrigerant Recovery & Recycling as mandated by federal regulations by the end of probation.

By position, requires Motor Vehicle Air Conditioning as certified under section 609 of the Clean Air Act by an EPA approved program by the end of probation.

Requires welding certification issued by the American Welding Society, American Society of Mechanical Engineers and/or American Petroleum Institute.

Licenses and certifications must be kept current as a condition of employment.

### **Working Environment**

Extreme Cold: temperature cold enough to cause marked bodily discomfort.

Extreme Heat: temperature hot enough to cause marked bodily discomfort

Temperature Changes: variations in temperature from hot to cold.

Noise: sufficient noise to cause distraction or possible hearing loss.  
 Atmospheric Conditions: conditions that affect the skin or respiratory system.  
 Potential exposure to a variety of electro-mechanical hazards.  
 Potential exposure to hazards from electro/mechanical/power equipment.  
 Subject to burns and cuts.  
 Subject to electrical and radiant energy hazards.  
 Subject to injury from moving parts of equipment.  
 Works in precarious or high locations (ladders, scaffolding, etc.)

### Level of Physical Demand

3-Medium (20-50 lbs.)

### Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Standing: remaining on one's feet in an upright position.  
 Walking: moving about on foot.  
 Carrying: transporting an object usually by hand, arm, or shoulder.  
 Pushing: exerting force upon an object so that the object is away.  
 Pulling: exerting force on an object so that it is moving to the person.  
 Climbing: ascending or descending objects usually with hands/feet.  
 Balancing: maintaining body equilibrium to prevent falling over.  
 Stooping: bending the body by bending spine at the waist.  
 Kneeling: bending legs to come to rest on one or both knees.  
 Crouching: bending body downward and forward by bending legs.  
 Reaching: extending the hand(s) and arm(s) in any direction.  
 Handling: seizing, holding, grasping, or otherwise working with hands.  
 Fingering: picking, pinching, or otherwise working with fingers.  
 Feeling: perceiving attributes of objects by means of skin receptors.  
 Talking: expressing or exchanging ideas by means of spoken words.  
 Hearing: perceiving the nature of sounds by the ear.  
 Repetitive motions: making frequent movements with a part of the body.  
 Eye/hand/foot coordination: performing work through using two or more.  
 Lifting: raising or lowering objects weighing no more than 50 pounds, from one level to another.  
 Far acuity: ability to see clearly at 20 feet or more.  
 Near acuity: ability to see clearly at 20 inches or less.  
 Depth Perception: ability to judge distance and space relationships.  
 Field of Vision: ability to see peripherally.  
 Accommodation: ability to adjust vision to bring objects into focus.  
 Color Vision: ability to distinguish and identify different colors.

### Background Check Requirement

Criminal Check  
 Employment Verification  
 By position, Motor Vehicle Record

### Assessment Requirement

None

**Probation Period**

Six (6) months.

**Class Detail**

**Pay Grade: J-618**

**FLSA Code: N**

**Established Date: 9/21/2018**

**Established By: LS**

**Revised Date:**

**Revised By:**

**Class History:**