

BURBANK UNIFIED SCHOOL DISTRICT

CLASS TITLE: SHEET METAL MECHANIC

BASIC FUNCTION:

Under the direction of the Trades Supervisor, perform skilled duties in the design, fabrication, installation, maintenance and repair of sheet metal materials.

REPRESENTATIVE DUTIES:

Design, fabricate, install, maintain and repair sheet metal materials in heating, air conditioning and ventilation equipment and systems, kitchen equipment, buildings, roofs, tanks, decking, siding, signs and other metal equipment, systems and facilities.

Develop plans, designs and patterns; determine proper sizing, estimate material and equipment requirements.

Form, fabricate and install sheet metal materials, assuring compliance with applicable building and safety codes.

Perform a variety of welding duties as necessary to complete sheet metal projects; use appropriate welding equipment.

Operate a variety of equipment and machines appropriate to sheet metal fabrication.

Maintain tools and equipment in clean and proper working condition.

Perform mathematical computations to calculate measurements in accordance with project specifications.

Coordinate activities with other maintenance personnel as necessary.

Order supplies, equipment and materials as directed by supervisor.

Maintain records of plans, drawings, specifications and other materials and of equipment and systems related to sheet metal assignments.

Operate a District vehicle to conduct work.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods, equipment and materials used in the design, fabrication, installation, maintenance and repair of sheet metal materials.

Mathematical computations and calculations used in sheet metal work.

Methods, equipment and procedures used in welding.

Applicable building and safety codes.

Appropriate safety precautions and procedures.

Technical aspects of field of specialty.

Proper methods of storing equipment, materials and supplies.

Basic record-keeping techniques.

ABILITY TO:

Perform skilled work in the design, fabrication, installation, maintenance and repair of sheet metal materials.

Perform mathematical computations and calculations used in sheet metal work.

Operate and maintain a variety of equipment and machines utilized in the sheet metal trade.

Perform a variety of welding duties as necessary to complete sheet metal projects; use appropriate welding equipment.

Operate a variety of equipment and machines appropriate to sheet metal fabrication.

Estimate material and equipment requirements.

Work from blueprints, shop drawings and sketches.

Lift objects weighing up to 80 pounds using safe and proper methods and/or equipment. Move objects over 80 pounds using safe and proper methods and/or equipment.

Maintain routine records.

Read, interpret and comply with applicable building and safety codes, rules and regulations.

Observe legal and defensive driving practices.

Work cooperatively and effectively with others.

Complete assignment in an efficient and timely manner.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: sufficient training and experience to demonstrate journey-level skill in the sheet metal trade.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

Shop and outdoor environment; subject to lifting, climbing, noise and exposure to heat, fumes and electrical systems of varying voltages.

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