

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Position Description**

<b>TITLE:</b>	Welder	<b>CLASSIFICATION:</b>	Classified Non-Management (SEIU/Operations Support)
<b>SERIES:</b>	None	<b>FLSA:</b>	Non-Exempt
<b>JOB CLASS CODE:</b>	0891	<b>WORK YEAR:</b>	12 Months
<b>DEPARTMENT:</b>	Facilities Maintenance	<b>SALARY:</b>	Flat Rate Salary Schedule C1
<b>REPORTS TO:</b>	Assigned Supervisor	<b>BOARD APPROVAL:</b>	01-01-65
		<b>BOARD REVISION:</b>	05-82
		<b>BOARD REVISION:</b>	04-27-87
		<b>HR REVISION:</b>	03-27-12

**BASIC FUNCTION:**

Perform journey-level design, fabrication, and skilled welding work in support of all trades associated with the school district and all site managers to design, manufacture, install, and repair district property; provide support to all sites in emergency repair, security, and safety.

**REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below [E]. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principle job elements.)**

Repair and construct all types of metal machinery, equipment, and installation using various cutting torches, welding equipment, and methods such as ARC/Shielded Metal Arc Welding (SMAW), Metal Inert Gas/Gas Metal Arc Welding (MIG/GMAW), Tungsten Inert Gas/Gas Tungsten Arc Welding (TIG/GTAW Gas), and plastic welding. **E**

Design, manufacture, and install security window screens, cages, and other security devices for protection of school property; design and build tools, equipment, and pipe gates; design and manufacture structural supports for buildings in need of reinforcement. **E**

Repair cast iron valve housings, mower and tractor parts, tractors, trailers, fences, cafeteria tables, paper cutters, doorframes, strike plates, poles used for sports, fans and fan housings, buffer handles, playground clamps, etc. **E**

Measure, draw/sketch, order material, design, fabricate, and install ornamental and wrought iron structures and fences; shear sheet metal for z-bar, sheet metal boxes, roof jacks, and building vents; shear sheet metal radius, curves, and offsets. **E**

Build valve keys and jigs, hasps, brackets, braces, rollers, reels for lining fields, glass racks, line spray unit, ladder racks, and covers for power boxes, mounts for fans, electric motor mounts, clocks, lights, and drains. **E**

Build and repair lock parts, door closers, and trailer hitches; cut off broken locks; remove bolts, fencing, or playground equipment; make fenders for tractors; cut up metal for scrap; sharpen tools; cut out and build mounts for sound systems; make digging bars, pry bars, and chipping hammers. **E**

Repair, weld, straighten, and fabricate new parts for all types of furniture used in classrooms and offices; repair and weld cracked plastic on playground equipment using plastic welding equipment. **E**

Assist trades with modifications to existing parts, and manufacture brackets for special applications in the field. **E**

Repair and weld door closures and hinges at school sites; repair and weld field equipment for mower shop, such as tractors, mowers, and dump trucks. **E**

Weld housings, machine parts, aluminum doors, window frames, pipes, down spouts, and plates for fence posts; straighten and weld blower shafts; repair and clean painting equipment; repair and weld backstops; straighten rails. **E**

Measure, bend, and install safety handrails for ramps and porches, and construct ramps to meet Americans with Disabilities (ADA) specifications. **E**

Repair gas leaks on gas lines; build and rebuild gas fittings; repair and weld underground piping and boilers as needed. **E**

Implement preventative maintenance practices to assure smooth operation of site equipment, i.e., hinges, drains, excess water removal, weather protection, and assure vandalism deterrents are in place and functional; problem solve with site managers to prevent break-ins, vandalism, and keep sites safe and in good repair for the safety of students and staff. **E**

Evaluate daily service order requests, organize in order of what needs immediate attention, and design a route to efficiently complete all tasks as quickly as possible; maintain daily records of time, material, and cost of work performed; assure work completed and in progress comply with applicable laws, rules, and regulations. **E**

Operate and maintain a variety of specialized hand and power tools, equipment, and machinery; operate and maintain a hydraulic shear, hydraulic pipe bender, plasma cutter, and electric shear; stock supplies and materials to be prepared for emergency repairs; drive a district vehicle to conduct work; lift and carry heavy objects. **E**

Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities. **E**

Perform related duties as assigned.

#### **TRAINING, EDUCATION, AND EXPERIENCE:**

Graduation from high school, and four-year welding apprenticeship program or equivalent. Five years of journey-level welding, gas pipeline fitting, and structural fabrication experience preferred.

#### **LICENSES AND OTHER REQUIREMENTS:**

Hold a valid California Class C driver's license; employee entrance evaluation (lifting test); valid American Welding Society pipe welding certification preferred, or pass a district welding testing. Attend an asbestos awareness class within six months of employment.

#### **KNOWLEDGE AND ABILITIES:**

##### **KNOWLEDGE OF:**

Methods, materials, tools, and equipment used in the welding trade.

Welding of pressure lines and pipes.

Gas pipeline fitting and welding.

Properties of various metals and their proper heat testing and tempering methods.

Structural/metal fabrication.

Building codes, policies, regulations, and guidelines pertaining to typical school.

Basic record-keeping techniques.

Safe working methods and procedures.

Technical aspects of field of specialty.

Health and safety regulations.

**ABILITY TO:**

- Perform journey-level skilled welding work.
- Work from blueprints, sketches, shop drawings, and diagrams.
- Design and layout for metal fabrication.
- Cut and fabricate parts and components.
- Design and fabricate structures that are safe for children.
- Examine welds, analyze damaged metal parts, and detect metal fatigue.
- Maintain records, and prepare complete and concise reports.
- Understand and follow oral and written directions.
- Establish cooperative working relationships with others.
- Work independently with minimal supervision.
- Operate a vehicle, observing legal and defensive driving practices.
- Work with school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups by working with all of the diverse communities.
- Lift and carry heavy objects according to safety regulations.
- Work efficiently to meet schedules and timelines.
- Operate and maintain specialized tools and equipment of the welding trade.
- Meet state and district standards of professional conduct as outlined in Board Policy.

**WORKING CONDITIONS:**

**SAMPLE ENVIRONMENT:**

Indoor and outdoor work environment; work in congested areas; drive a vehicle to conduct work; work with and around students, staff, parents, and community groups at all facilities; exposure to adverse weather conditions; loud noise from equipment operation; smoke from welding.

**SAMPLE PHYSICAL ABILITIES:**

Lift and carry heavy metal objects; climb ladders; tolerate heights and enclosed spaces; walk and stand for extended periods of time; bend at the waist; crawl, twist, or crouch; reach overhead, above the shoulders, and horizontally; hear and speak to exchange information; dexterity of hands and fingers to operate hand tools and specialized equipment; repetitive movements related to welding, drilling, and grinding.

**SAMPLE HAZARDS:**

Intense light, sparks, and glares; work in a cramped or restrictive work chamber; repetitive movements; extreme heat; exposure to vapors and fumes; electrical shock, respiratory problems, burns or eye injuries from welding; potential exposure to dust from grinding paint (lead).

**APPROVALS:**

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Jess Serna, Chief Human Resources Officer

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Date

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Jonathan P. Raymond, Superintendent

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Date