

CITY OF GLENDALE

TITLE:	Welder/Fabricator	CLASS CODE:	875
REPORTS TO:	Shop Supervisor	GRADE:	21
DEPARTMENT:	Field Operations	FLSA:	N

JOB SPECIFICATION DATE: June 13, 2007 kmd

JOB SUMMARY

Performs welding work in the maintenance and repair of machinery, vehicles, tools and heavy equipment and in the fabrication and design of tools and parts.

ESSENTIAL FUNCTIONS

1. Performs oxygen-acetylene and electric MIG-TIG ARC welding in the maintenance and repair of machinery, vehicles, tools and heavy equipment.
2. Designs and fabricates tools and parts from blueprints, sketches and samples.
3. Performs welding in the design and fabrication of office furniture.
4. Designs, lays out, cuts and fits materials for welding and makes estimates of material requirements.
5. Specifies materials, and determines proper welding techniques and modifications to be made.
6. Performs removal and replacement of mechanical parts of equipment to be welded.
7. Rebuilds worn and broken welds, tools, and sections of equipment.
8. Performs minor repairs to welding equipment.
9. Checks content of acetylene tanks and ensures adequate supply of welding rods and safety equipment prior to beginning work.
10. Orders materials and supplies; Contacts vendors directly to order equipment and repairs to equipment.
11. Inspects and grinds welds.
12. Operates equipment needing repair, and all equipment used for welding, fabricating and repairing.
13. Maintains work activity records.
14. Monitors section budget.

SECONDARY FUNCTIONS

15. Performs other related duties as assigned.

KNOWLEDGE, SKILLS, ABILITIES

Knowledge of:

Special tools, materials, methods and practices of the welding trade
Properties of non-ferrous and ferrous metals in relation to welding and brazing
Occupational hazards and safety precautions
The operation of equipment to be repaired

Skill in:

Use of acetylene and electrical welding equipment and other standard tools, and equipment
Use of specialty equipment, air arc, slice cutting system, metal lathe, band saws, drill press and grinders

Ability to:

- Communicate effectively with welding equipment suppliers and city staff
- Read blueprints and sketches
- Design and layout welding work and make estimates of material requirements
- Maintain work activity records
- Establish and maintain effective working relationships with city staff
- Work in an unsupervised environment
- Make independent decisions regarding work to be done
- Work in a timely and accurate manner

WORKING CONDITIONS

Work involves the lifting of pipes, bars, angle iron, and channel iron. Requires climbing and crawling on top of and within tanks of vehicles and welding hazardous gas tanks and the inside of water and emulsion tanks that are flammable. Requires working on equipment carrying commercial and residential waste, amid high noise levels, smoke and grinder dust. Must work in all weather conditions. Possibility exists of receiving burns on all parts of the body due to the sparks/hazards that may be substantially controlled through the use of safety precautions.

MINIMUM QUALIFICATIONS

Specialized technical training in welding processes and four years of experience in welding and repair using oxy-acetylene and ARC welding processes.

Any equivalent combination of training and experience that provides the required knowledge, skills, and abilities, is qualifying.

SPECIAL REQUIREMENTS

A valid Arizona Driver's License is required

Must provide own tools

Applicants will be required to undergo drug testing prior to employment and will be subject to further drug and alcohol testing throughout their period of employment in accordance with the City of Glendale Substance Abuse policy