



JOB INFORMATION

Job Code	ND24
Job Description Title	Tech I, Sheet Metal
Pay Grade	ST10
Range Minimum	\$37,170
33rd %	\$42,120
Range Midpoint	\$44,600
67th %	\$47,080
Range Maximum	\$52,030
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	1/18/2019

JOB FAMILY AND FUNCTION

Job Family:	Production & Skilled Trades
Job Function:	HVAC

JOB SUMMARY

Reporting to the Fabrication Supervisor, responsible for fabricating and installing sheet metal and other metal projects for University HVAC, roof, drainage, and mechanical systems and equipment.

RESPONSIBILITIES

- Fabricates, and installs sheet metal for roof, drainage, and other systems in buildings throughout campus. Fabricates and installs ductwork for heating and cooling systems.
- Takes measurements for materials, quantities, and sizes as part of projects and work orders.
- Fabricates metal components for a variety of items such as plates, grates, brackets, gutters, downspouts, and collector heads. Metals include, but are not limited to, galvanized sheet metal, copper sheet metal, diamond plates, roof flashing, and various gauges of metal and sheet metal.
- Assists on a variety of equipment to bend, break, and solder metal. Safely operates, under supervision, hydraulic and manual metal brake, digital hydraulic shear, flagler, roller, s-lock form, and iron worker.
- May assist with welding of different metals and materials.
- May perform other related duties as assigned by the Fabrication Supervisor.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School	High School Diploma	And	1 year of	Experience in construction, metal working, mechanical systems, or related experience.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Basic knowledge of air and water movement systems	
Basic knowledge of the adhesion and installation of various metal systems	
Ability to read and understand blue prints.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired	
DL NUMBER - Driver License, Valid and in State		Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other
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PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting				X		
Lifting	X					
Climbing					X	
Stooping/ Kneeling/ Crouching					X	
Reaching					X	
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:

Ability to see information in print and/or electronically.