



**JOB INFORMATION**

Job Code	ND25
Job Description Title	Tech II, Sheet Metal
Pay Grade	ST12
Range Minimum	\$41,230
33rd %	\$48,100
Range Midpoint	\$51,540
67th %	\$54,980
Range Maximum	\$61,850
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 designing, fabricating and installing sheet metal and other metal projects for University HVAC, roof, drainage, and mechanical systems and equipment.

**RESPONSIBILITIES**

- Designs, fabricates, and installs sheet metal for roof, drainage, and other systems in buildings throughout campus. Fabricates and installs ductwork for heating and cooling systems.
- Inspects project sites, takes measurements, and orders needed materials necessary for project completion.
- 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.
- Operates a variety of equipment to bend, break, and solder metal. Safely operates hydraulic and manual metal brake, digital hydraulic sheer, flagler, roller, s-lock form, and iron worker.
- May perform 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	4 years of	Experience in construction, metal working, mechanical systems, or related experience. At least 3 years' experience in sheet metal fabrication and installation.

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Sound knowledge of air and water movement systems.
Sound knowledge of the adhesion and installation of various metal systems (including knowledge about pop rivets, bent metal, screws, and soldering).
Working knowledge of HVAC systems.
General understanding of the layout and installation of ductwork.
Ability to read and understand blue prints.
Preferred: knowledge of welding practices and techniques.

## MINIMUM LICENSES & CERTIFICATIONS

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

## WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

**Vision Requirements:**  
Ability to see information in print and/or electronically.