

<b>Job Class Code: 4780</b>	<b>FLSA Status: Non-exempt</b>
<b>Pay Basis: Hourly</b>	<b>EEO Category: 7</b>

**GENERAL DESCRIPTION OF CLASS**

The purpose of the class is to supervise staff and/or perform welding tasks for fabrication or repair. The class is responsible for staff supervision and/or assigned equipment or facility repair. The class works within a general outline of work to be performed; develops work methods and sequences under general supervision.

<b>TYPICAL TASKS</b>	
<ul style="list-style-type: none"> <li>• Supervises staff, including training, assigning and evaluating work, counseling, and disciplining.</li> <li>• Lays out, marks, preheats, cuts, and welds light and heavy materials using electrical or acetylene equipment.</li> <li>• Performs brazing, soldering, and acetylene burning; welds automotive equipment.</li> <li>• Fabricates and repairs metal equipment and attachments.</li> <li>• Performs mechanical repairs on heavy equipment such as bulldozers, garbage trucks, or dump trucks.</li> <li>• Manufactures special machinery and apparatus for municipal purposes; designs and fabricates special parts and apparatus.</li> <li>• Performs flat, vertical, and horizontal welding; brazes, solders, and coats nonferrous metals; inspects, brushes, and grinds welds.</li> <li>• Maintains welding equipment; supplies and supervises helpers in the shop.</li> <li>• Purchases materials needed at job sites; loads and delivers same.</li> <li>• Sandblasts, paints, repairs, maintains, and rebuilds motors, gears, rails, gates, and pumps.</li> <li>• Reviews vacation and leave requests.</li> <li>• Maintains orderliness of vehicle used to drive to job sites; checks and restocks supplies for jobs as needed.</li> <li>• Tests or test drives equipment upon completion of repairs.</li> <li>• Performs routine office tasks such as data entry and completing work orders.</li> <li>• Performs other related duties as assigned.</li> </ul>	

<b>GENERAL STANDARDS</b>	
<b>Data Involvement</b>	Summarizes, tabulates, or formats data or information in accordance with a prescribed schema or plan.
<b>Interpersonal/People Involvement</b>	Gives information, guidance, or assistance to people to directly facilitate task accomplishment; may give instructions or assignments to helpers or assistants.
<b>Reasoning Requirements</b>	Performs skilled work involving rules/systems but solves problems almost constantly.
<b>Mathematical Requirements</b>	Uses mathematics involving the practical application of fractions, percentages, ratios, proportions or measurements, logarithmic, or geometric construction; may use algebraic solutions of equations and inequalities or deductive geometry, plane and solid, and rectangular coordinates.
<b>Language Requirements</b>	Reads routine sentences, instructions, regulations, procedures, or work orders; writes routine sentences and completes routine job forms and incident reports, speaks routine sentences using proper grammar.
<b>Mental Requirements</b>	Performs specialized technical or entry level professional work requiring general understanding of operating policies and procedures and their application to problems not previously encountered; requires normal attention with short periods of concentration for accurate results and occasional exposure to unusual pressure.
<b>Decisions/Supervisory Control</b>	Guides others, making frequent decisions, affecting the individual, coworkers, and others who depend on the service or product.

**EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS**

<b>Vocational/Educational Requirement</b>	Requires completion of a certificate/training program in welding or any equivalent combination of education and experience in welding or a closely related field.
<b>Experience</b>	In addition to satisfying the vocational/education standards, this job class requires a minimum of one year of related, full-time equivalent experience.
<b>Special Certifications and Licenses</b>	Requires a valid driver's license and a driving record in compliance with City Driving Standards; may require a commercial driver's license (CDL) class A or B depending on assigned department and/or division. Also requires a State certification as a Welder upon hire or within six (6) months of hire depending on department requirements.
<b>Special Requirements</b>	Performance of essential functions may require exposure to confined spaces. Employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties.

**AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS**

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*