



**DECEMBER 2018
FLSA: NON-EXEMPT**

WELDER/FABRICATOR

This class specification indicates, in general terms, the type and level of work performed as well as the responsibilities of employees in this classification. The job functions described are not to be interpreted as being all-inclusive to any specific employee.

DEFINITION

Under direct or general supervision or direction, performs a variety of skilled welding functions in the field and in the shop; maintains, fabricates, modifies and repairs wastewater treatment plant equipment such as engines, compressors, pumps, gears, and mobile equipment using welding techniques; reads blueprints and schematics and draws rough sketches; and repairs and maintains maintenance tools and equipment.

SUPERVISION RECEIVED AND EXERCISED

Receives direct or general supervision or direction from the assigned supervisory and/or managerial staff. Exercises no direct supervision of staff.

CLASS CHARACTERISTICS

This classification is a stand-alone class and not part of a job series. This class performs the full range of skilled welding duties required to ensure that the District's wastewater treatment facilities, equipment, and systems are maintained in a safe and effective working condition while providing the highest level of safety. Responsibilities include inspecting and attending to assigned areas in a timely manner and performing a wide variety of tasks in the maintenance and repair of assigned wastewater treatment facilities, equipment, and systems. Incumbents are expected to work independently and exercise judgment and initiative. Positions at this level receive occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative Only)

The following essential job functions are typical for this classification. Incumbents may not perform all of the listed job functions and/or may be required to perform additional or different job functions from those set forth below to address business needs and changing business practices.

- Plans assigned jobs by reviewing work orders, determining work to be performed; estimates time, materials and equipment for jobs; orders materials and generates or designs blueprints and schematics for jobs; coordinates work with other departments regarding equipment shutdowns and isolations.
- Ensures established safety precautions are adhered to, corrects unsafe work conditions / practices, and/or reports unsafe work conditions / practices to assigned supervisory or managerial staff.
- Maintains, fabricates, modifies and repairs wastewater treatment plant equipment such as engines, compressors, pumps, gears and mobile equipment by welding equipment in the maintenance shop and in the field; installs and assembles equipment after welding is performed.
- Performs brazing, cutting and hard-facing on treatment plant equipment as necessary.
- Reads blueprints and schematics and draws sketches to fabricate equipment, tools, brackets, tool boxes and other wastewater treatment plant equipment, tools and safety devices.
- Operates equipment and power tools, including electric welding and gas welding, gas cutting, plasma cutting, and carbon arc cutting equipment, grinders, sanders, and saws.

- Maintains record of work performed and materials used; may drive District vehicles.
- Performs related duties as assigned.

QUALIFICATIONS

Knowledge of:

- Methods and techniques used in the welding and fabrication of wastewater treatment plant equipment, such as MIG, TIG and SMAW.
- Operational characteristics of a variety of tools and equipment including power shear, press brake, band saw and iron worker.
- Principles and procedures of record keeping.
- Mathematical principles and calculations.
- Occupational hazards and standard safety practices.
- Basic computer software related to work.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Principles and practices of customer service and techniques for effectively communicating with the public, vendors, contractors, and District staff.

Ability to:

- Perform a variety of journey level skilled welding functions in the maintenance and upkeep of District equipment.
- Operate a variety of welding equipment in a safe and effective manner.
- Read and interpret blue prints and schematics.
- Complete appropriate records and documents.
- Repair and maintain a variety of equipment and tools.
- Understand and follow oral and written instructions.
- Organize own work, set priorities, and meet critical time deadlines.
- Work independently in the absence of supervision.
- Work extended hours, including nights, weekends and holidays when necessary.
- Follow department policies and procedures related to assigned duties.
- Adhere to safe work practices and procedures in the workplace.
- Operate a motor vehicle and travel to various District sites, projects and/or meetings.
- Effectively communicate in person, over the telephone, and in writing.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Employment Standards:

Any combination of education and experience that provides the required knowledge, skills, and abilities may be qualifying as determined by OCSD.

- High school diploma or G.E.D., supplemented by specialized training or coursework in welding and fabricating or a related field; AND
- Two (2) years of work experience welding or fabricating in the maintenance and repair of mechanical equipment.

Licenses and/or Certifications:

- Valid California Class C Driver's License.

Disaster Service Workers:

All Orange County Sanitation District employees are designated Disaster Service Workers through state

law (California Government Code Section 3100-3109). Employment with the Orange County Sanitation District requires the affirmation of a loyalty oath to this effect. Employees are required to complete all related training as assigned, and to return to work as ordered in the event of an emergency.

Standby and Call Back:

Employees in this classification may be required to participate in standby duty and are subject to call back, which may include nights, weekends and 24-hour emergency call out with little or no notice. Any employee designated to serve on standby, or report to an emergency, and refuses to do such, shall be subject to disciplinary action up to and including termination.

PHYSICAL DEMANDS

Must possess mobility to work in a shop setting and wastewater treatment plants and related facilities; strength, stamina, and mobility to perform moderate to heavy physical work, to work in confined spaces, around machines and to climb and descend ladders, and to operate varied hand and power tools and construction equipment; ability to travel to various District sites, projects and/or meetings; vision to read printed materials and a computer screen; color vision to read gauges and identify appurtenances; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 40 pounds, or heavier weights with the use of proper equipment.

ENVIRONMENTAL ELEMENTS

Employees work primarily indoors in a shop setting or in and around wastewater treatment facilities and are exposed to loud noise levels, cold and hot temperatures, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances, odors, and fumes. Employees may interact with upset staff and/or public and private representatives and contractors in interpreting and enforcing departmental policies and procedures.