

WELDING SUPERVISOR

NATURE OF WORK IN THIS CLASS:

Supervises and participates in the fabrication, assembly, and repair of equipment, tools, fixtures and other items by electrical and acetylene welding.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Supervises and participates in the fabrication, assembly and repair of metal equipment, tools, fixtures, and other items by electrical and acetylene welding.

Establishes work schedules and practices; makes decisions regarding need for and extent of work to be made.

Makes cost estimates on work projects; keeps records of time and job orders.

Implements agency policies for personnel, training, and safety; enforces safety practices.

Supervises the storage, care, and maintenance of welding supplies and equipment.

Performs related duties as required.

MINIMUM KNOWLEDGES, ABILITIES, AND SKILLS:

Knowledge of the standard principles, methods, practices, and techniques of electrical and acetylene welding.

Ability to supervise the work of others.

Ability to make work decisions in accordance with appropriate policies and procedures.

Ability to make time and material estimates for work projects.

Ability to read and work directly from welding diagrams, blueprints, sketches, drawings, and specifications.

Ability to follow and provide oral and written instructions.

Ability to maintain records and prepare reports.

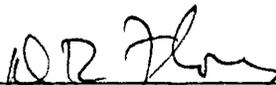
Ability to apply and enforce safe work practices on the job.

Skill in the welding trade.

MINIMUM EXPERIENCE AND TRAINING:

- (a) Six years of experience in the fabrication, assembly, and repair of equipment, tools, fixtures and other items by electrical and acetylene welding, including two years at the skilled level; or
- (b) Any equivalent combination of experience and training which provides the minimum knowledges, abilities, and skills.

ESTABLISHED: JULY, 1980



DAVID R. FLORES, Executive Director
Civil Service Commission