



Classification Title: Ventilation and Welding Technician

Department:	Building Services	EEO6 Code:	6
Employee Group:	Classified	Salary Grade:	28
Supervision Received From:	An Assigned Supervisor in Building Services	Date of Origin:	9/2016
Supervision Given:	General Supervision	Last Revision:	9/2016

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed by individual positions.

JOB SUMMARY.

Performs a wide variety of building trades work focused on ventilation and welding; installs and maintains fresh air ventilation devices such as air compressors and gas heaters; utilizes welding equipment.

DISTINGUISHING CHARACTERISTICS.

This classification is distinguished from other building trades classes through its responsibilities for fabricating metal components utilizing electric, gas or arc welding equipment, and its installation and maintenance of fresh air ventilation systems and components.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS.

Essential Functions: Essential responsibilities and duties may include, but are not limited to, the following:

1. Installs, maintains and repairs all fresh air ventilation devices such as boilers, air compressors and gas heaters; inspects belts and motors; inspects for and repairs oil, water and air leaks.
2. Cleans and inspects air lines, fittings, filters and drains on air coolers and compressors; repairs pipe regulators and water traps in air lines.
3. Cleans, maintains and repairs boilers including piping, burners, pumps, chemical pots, valves and gasket.
4. Inspects gas lines, regulators and valves for leaks; repairs or replaces copper, black and galvanized pipe for gas and water lines.
5. Lays out, positions and secures equipment parts and assemblies according to specifications; welds components/assemblies using electric, gas or arc welding equipment; heats, forms and dresses metal parts.
6. Melts lead bar, wire or scrap to add lead to joints or to extrude melted scrap into reusable forms; welds steel and aluminum components.
7. Observes tests on welded surfaces/devices and evaluates weld tolerance, quality and conformance to specifications; removes rough spots from work pieces using grinders, scrapers or hand files.

Marginal Functions:

1. Requisitions materials and supplies.
2. Oversees work release personnel when assigned.
3. Performs related duties and responsibilities as required.

QUALIFICATIONS.

Experience and Education/Training Guidelines: Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Four years of responsible welding and metal fabrication experience, and experience in the installation and maintenance of fresh air ventilation devices.

Education/Training: Equivalent to completion of the twelfth grade supplemented by specialized training in welding.

Licenses/Certificates:

Possession of, or ability to obtain, an appropriate, valid California driver's license by time of appointment.

Knowledge of:

1. Proper methods, materials, tools and equipment used in heating and ventilation system maintenance.
2. Operational characteristics and maintenance procedures of fresh air ventilation devices, boilers, air compressors and gas heaters.
3. Methods, materials and equipment used in a wide range of welding tasks.
4. Methods and techniques of sheet metal layout.
5. Proper use of metal inert gas (MIG), tungsten inert gas (TIG) and stick welders.
6. Principles and procedures of recordkeeping.
7. Occupational hazards and standard safety practices.
8. Regulations and applicable laws regarding the use and disposal of various hazardous materials.

Skill in:

1. Installing, maintaining and repairing fresh air ventilation devices, boilers, air compressors and gas heaters.
2. Designing, welding, installing and repairing railings for persons with disabilities for ramps and sidewalks in compliance with Americans with Disabilities Act regulations.
3. Inspecting air lines and gas lines for leaks.
4. Operating a variety of welding and fabrication equipment and tools used in the maintenance of fresh air ventilation systems and other facilities.
5. Responding to and resolving various emergency calls and routine calls for service.
6. Understanding and following oral and written instructions.
7. Communicating clearly and concisely, both orally and in writing.
8. Maintaining sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty, and staff.

9. Establishing and maintaining effective working relationships with those encountered in the course of work.

WORKING CONDITIONS.

Environmental Conditions: The employee works in a field environment and may work in confined spaces exposed to electrical energy and high voltage.

Physical Conditions: Essential and marginal functions may require physical fitness requirements necessary to perform the job functions with or without accommodation, such as the ability to walk and stand for prolonged periods; bend, stoop and kneel; operate motorized equipment and vehicles; lift up to 50 pounds; and possess near visual acuity to inspect work area and perform welding functions. Requires operation of District vehicles.

TERMS OF EMPLOYMENT.

The duration of any fully restricted funded position in this classification is dependent upon the continuation of funding.