The Maryland-National Capital Park and Planning Commission

TITLE: Welder II GRADE: T04 DATE: 5/30/2019
SERIES: Building Trades CODE: 2464 EEO: Skilled Craft FLSA: Non-Exempt

Class Definition:

Under general supervision, performs the full range of difficult skilled welding work involving considerable responsibility, complexity and variety. Performs fabrication, modification and repairs of various types of metal and alloy parts, equipment, and systems at Commission buildings, structures and property. Operates a variety of welding equipment in completing difficult welding assignments (e.g., close tolerances, high strength requirements). May direct activities of other Welders, Trades Apprentices, and Park/General Maintenance Workers who support skilled trades workers. Work is checked by Inspectors, Trades Shop Supervisors, and Welder III's. Applies considerable knowledge of standard welding practices and methods and composition and properties of various metals. Performs various types of analyses and makes the full range of calculations. Interacts with people inside and outside the organization, including the public, to exchange information, coordinate, obtain agreement or compliance or achieve other desired actions. Performs other duties, as assigned.

Assignments are made in terms of ongoing functional responsibilities and requirements of specific assignments. The incumbent independently plans and carries out the work in conformance with established policies and procedures and accepted practices, resolves commonly encountered work problems and deviations by selecting and applying the appropriate guideline(s), keeps the supervisor informed and brings procedural exceptions to the supervisor's attention for guidance or resolution. The work is expected to be accurate, timely and consistent with guidelines – the incumbent is held responsible for results; work is evaluated in terms of quality, quantity, timeliness, teamwork, customer service and other factors.

Examples of Important Duties:

- 1. Receives work orders for welding projects; reads and interprets building plans, blueprints, sketches, and mechanical drawings to determine equipment, materials and methods. Inspects and troubleshoots buildings, assemblies, structures and equipment for problems, damages or necessary repairs; recommends corrective action and prepares estimates. Contacts inspectors to schedule inspections of projects.
- 2. Uses a variety of tools and equipment to manufacture, modify, assemble, and repair various steel and aluminum assemblies, structures and equipment; performs a variety of gas welding torch and arc welding processes. Performs related trade procedures such as measuring, brazing, soldering, surface hardening, annealing, metal spraying, metal painting, flame and arc-cutting, incidental to welding work; devises special jigs and fixtures to hold parts to be welded and use techniques such as preheating, heat sinks and stress relieving to maintain specified dimensions and to prevent distortion or burning of parts to be welded. Fabricates parts, signs and displays in support of park programs.
- 3. Completes required administrative paperwork and recordkeeping.
- 4. Maintains inventory and assigns power equipment, tools, safety equipment and vehicles to crew; makes purchases and checks invoices to ensure materials are received and delivered.

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- 5. Drives motor vehicles to carry workers and haul tools, equipment, materials and supplies to job sites; loads and unloads trucks of tools, equipment, supplies, and materials. Sets up tools and equipment for safe operation at work sites; provides routine maintenance of vehicles and equipment; takes assigned vehicles to garage for maintenance and repair.
- 6. Assigns, trains and checks work of other Welders, Trades Apprentices and Park/General Maintenance Workers who support skilled trades workers; provides instructions and assists with training on proper procedures, trade methods and safety.
- 7. Ensures safe and efficient work practices are followed, checks job sites for potential hazards. Applies safe and effective methods for machine operation, maintenance and storage; uses protective clothing and gear. Performs critical Americans with Disabilities Act (ADA) compliance work to remove barriers and to maintain compliance.
- 8. Attends training to increase knowledge, awareness and safety.
- 9. Complies with Commission's practices regarding recycling and disposal.

Important Worker Characteristics:

- A. Considerable knowledge of: (1) standard welding practices and methods; (2) Maryland Occupational Safety and Health (MOSH) and Occupational Safety and Health Administration (OSHA), building and fire codes; (3) Commission policies and procedures*; (4) hazardous materials; and (5) composition and properties of various metals.
 - *Typically acquired or fully developed primarily after employment in this job class.
- B. Skill in operation of: (1) Tig, Mig, gas welding and electric arc welding equipment; (2) various hand and power tools; (3) shop metal-working equipment; (4) motor vehicles; (5) light construction equipment (e.g. forklift); and (6) appropriate office equipment.
- C. Ability to: (1) calculate fractions, decimals, percentages and basic algebra and geometry; (2) complete work orders and other work-related paperwork; and (3) obtain cardiopulmonary resuscitation (CPR) and first aid certifications.
- D. Skill in problem solving to select, organize and logically process relevant information (verbal, numerical or abstract) to solve a problem. Examples include understanding and applying principles to solve practical problems.
- E. Skill in communication to understand verbal and written information (including facts, descriptions and ideas) and to express such information verbally so that others will understand. Examples include reading and interpreting blueprints, building plans, sketches, and schematic drawings to determine the type of equipment, materials, and methods to utilize.

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F. Interpersonal skills to interact effectively with business contacts in a businesslike, customer service-oriented manner; this includes skill in establishing and maintaining effective working relationships and working as a member of a team.

Minimum Qualifications (MQs):

- 1. High School diploma or Certificate of General Educational Development (GED).
- 2. Completion of an approved welding apprentice program or four (4) years of progressively responsible experience.
- 3. Two (2) years of experience at the journey level.
- 4. An equivalent combination of education and experience may be substituted, which together total 6 years.
- 5. Valid driver's license in accordance with both State and Commission rules and regulations. Driver's license must be unencumbered by restrictions, revocations, suspensions, or points that could limit the employee's ability to drive Commission vehicles or perform driving duties required by the position of assignment.
- 6. Depending on area of assignment, a valid Commercial Driver's License (CDL) with appropriate endorsements may be required.
- 7. Pass Commission medical examination.

Working Conditions:

Occasionally performs work indoors and outdoors; exposure to varied weather conditions, confined spaces, heights, dirt, sparks, flames, explosive gases, and chemical odors. Must be available to work during emergencies. Positions in this class occasionally remains in a stationary position, move about inside the office and outside, operate vehicles, tools and equipment, ascend and descend ladders and stairs, position self to complete manual work, pull and use fingers to perform welding work, be able to view directions and numbers on equipment, move equipment, tools and objects weighing up to 100 pounds.

Examples of Welder II Work:

- Fabricates and installs new fences to match existing fences.
- Devises special jigs and fixtures to hold parts to be welded.
- Uses techniques such as preheating, heat sinks and stress relieving.