



LEAD SHEET METAL WORKER

**Job Code: 043BOE
Bargaining Unit: 24
Effective Date: 3/29/1991**

Description of Work

General Statement of Duties

Supervises and performs sheet metal work involved in the construction, installation and repair of sheet metal parts and fittings in buildings and on boilers, furnaces and other equipment; and performs related duties as assigned.

Supervision Received

Works under the general supervision of a unit supervisor.

Supervision Exercised

Exercises close supervision over journey level and apprentice sheet metal workers.

Typical Duties Performed

The listed examples may not include all the duties performed by all positions in this class.

Supervises, assigns, and performs the work involved in cutting, bending forming, fitting, soldering, welding, brazing, riveting, wiping and burning of sheet tin, steel, iron, copper, brass, lead and other sheet metals and alloys; the constructing and cutting of patterns from drawings, blueprints or damaged parts; hanging and repairing of gutters and downspouts; the making, erecting and repairing of ventilators, smoke-stacks, furnace casings, heat and smoke pipes, roof caps and flashing.

Estimates quantities of materials needed.

Prepares reports and makes recommendation.

Maintains records of materials, supplies, employees and work performed.

Knowledge, Skills and Abilities

Considerable knowledge of the standard tools, materials, methods and safe work practices of sheet metal work.

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Knowledge, Skills and Abilities (continued)

Considerable skill in the construction, installation and repair of sheet metal parts and fittings.

Considerable ability to understand and follow drawings, blueprints and instructions.

Considerable ability to supervise, train and provide work direction to employees.

Minimum Qualifications

High school graduation and possession of a certificate evidencing the completion of training as an apprentice sheet metal worker; and three years of experience as a journey level sheet metal worker; or seven years of experience as a journey level sheet metal worker. Must possess a certificate of competency issued by the City of Saint Paul as a journey level warm air and ventilation worker.