



## **Sheet Metal Worker / Fabricator** *(Tinsmith)*

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### **POSITION DESCRIPTION** **Sheet Metal Worker / Fabricator**

#### **TN – 1**

Responsible to the Mechanical Foreman for all fabrication, replacement and repairs as required.

#### **TN – 2**

Fabricate, install, maintain and repair sheet metal work such as ducting, flashing, roofing, eaves troughs, gutters, air hoods, lockers, metal shelving and other like requirements as needed.

#### **TN - 3**

Operates rollers, brakes, shears, solder, welding equipment, hand and power tools as required.

#### **TN – 4**

Assists and liaises with employees, contractors, regulatory agencies and other trades as required.

#### **TN – 5**

Maintains a clean work environment and practices proper care of tools and equipment.

#### **TN – 6**

Reports promptly to the appropriate foreman or supervisor any mechanical failures or damage to district-owned vehicles, equipment and tools.

#### **TN – 7**

Performs other duties as required.

**QUALIFICATIONS**  
**Sheet Metal Worker / Fabricator**

<b>EDUCATION</b>	<p>Grade 12 certificate or an equivalent combination of education, training and experience.</p> <p>Valid Class 5 British Columbia Driver's License.</p> <p>Must possess a valid BC Certificate of Apprenticeship and BC Certificate of Trade Qualification in Sheet Metal Work.</p>
<b>EXPERIENCE</b>	<p><b>TECHNICAL REQUIREMENTS</b></p> <p>Must have a minimum of two (2) years' experience as a Journeyman level in commercial and institutional settings.</p>
<b>KNOWLEDGE</b>	<p><b>THE CANDIDATE MUST POSSESS A DEMONSTRATED KNOWLEDGE OF:</b></p> <p>The standards, practices, methods, materials, tools and equipment used for the construction, repair and maintenance of buildings, grounds or equipment in his/her area of expertise.</p> <p>Job related safety regulations and techniques as outlined in the WorksafeBC regulations.</p> <p>School District #61 Policies and Regulations, Municipal, Provincial and Federal regulations relevant to his/her department.</p>
<b>SKILLS AND ABILITIES</b>	<p><b>THE CANDIDATE MUST POSSESS A DEMONSTRATED ABILITY TO:</b></p> <p>Maintain a cooperative working relationship with other workers, administrators, supervisors, teaching staff, students and the public.</p> <p>Understand and carry out written and oral instructions.</p> <p>Read and interpret plans and specifications.</p> <p>Communicate clearly and effectively with workers and non-construction related personnel, both verbally and in writing.</p> <p>Perform duties in compliance with safety regulations.</p>
<b>WORKING CONDITIONS</b>	<p><b>OCCUPATIONAL REQUIREMENTS</b></p> <p>Sufficient sight and hearing to perform related job duties.</p> <p>Able to lift and carry materials and equipment required to perform his/her duties in accordance with the WorksafeBC regulations.</p>

	<p>Able to perform related physical and mental activities.</p> <p>Physically able to lift and operate related equipment in tight and confined spaces.</p> <p>Able to work in a highly active physical environment.</p> <p>Able to work in adverse weather conditions.</p>
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*Revised to replace Tinsmith job description: July 2015*