

POSITION DUTY STATEMENT

PM-0924 (REV 03/2006)

CLASSIFICATION TITLE Structural Steel Welder	OFFICE/BRANCH/SECTION 02/Maintenance/Region/Special Crews/Bridge-Signs	
WORKING TITLE Structural Steel Welder	POSITION NUMBER 902-692-6598-XXX	EFFECTIVE DATE 05/30/2014

As a valued member of the Caltrans team, you make it possible for the Department to improve the mobility across California by being innovative and flexible; reporting to work as scheduled; working cooperatively with team members and others; and treating others fairly, honestly and with respect. Your efforts are important to each member of the team as well as those we serve.

GENERAL STATEMENT: (BRIEF SUMMARY OF THE MAIN PURPOSE AND FUNCTIONS OF THE POSITION. DESCRIBE THE SUPERVISORY RELATIONSHIPS (INCLUDING THE CLASSIFICATION OF THE SUPERVISOR OR MANAGER TO WHOM THE INCUMBENT REPORTS.) WHEN APPROPRIATE, IDENTIFY THE NEED FOR ANY CREDENTIAL OR LICENSE (SUCH AS A DRIVERS' LICENSE.)

Under the direction and supervision of a CT Bridge Maintenance Supervisor, the Structural Steel Welder (SSW) performs electric welding, gas welding, and metal shop fabrication for the Department of Transportation, District 02, Bridge Maintenance Crew. Incumbent will work with bridge maintenance performing highway and facility maintenance. Travel throughout the District is required up to 80% of the time; possession of a valid Class "A" Commercial Driver License is required. The SSW will be required to respond to emergency call-outs before and after normal working hours; including holidays, weekends; and during all weather conditions. Must possess the physical ability to work above ground from scaffolds; make use of ladders; and access bridge structures in excess of 300 feet above the travel way.

License or Certification Requirements: Possession of the American Welding Society (AWS) D1.5 All-Positions Unlimited Plate Thickness Groove Test Welding Certification.

Experience: Three years of experience in electric arc welding and oxyacetylene cutting; one year of which must have been on bridges or similar high structures.

Drug Screening: Applicants for positions in this class are required to pass a drug screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

TYPICAL DUTIES: (BRIEF DESCRIPTION OF IMPORTANT DUTIES. RELATED DUTIES MAY BE GROUPED TOGETHER. USE ADDITIONAL SHEET IF NECESSARY.)

Percentage	Job Description
Essential (E)/Marginal (M) ¹	

50% (E) Operate electric welding and shop equipment; such as: iron workers, hydraulic presses, cutoff saws, band saws, drill presses and magnetic drills; operate and oxyacetylene torch and welding equipment in heating, cutting and performing related work in maintaining and repairing steel structures. Cuts, shapes, and welds structural steel members; removes welds and rivets and replaces with high strength bolts; removes projecting steel and caulks seams; repairs and straightens broken or bent bridge members; applies heat to steel to straighten or repair damaged members or to eliminate moisture and accomplish other purposes on beams, plates, angles, and bars; builds fixtures for fabrication of structural steel assemblies; works from and erects or assists in erecting scaffolding or emergency rigging; uses pneumatic caulking, chipping and riveting tools.

40% (E) Directs, instructs, inspects and performs the repair of concrete, asphalt, epoxy overlays for bridge decks and roadways. Incumbent makes repairs of structural steel, concrete and timber structures; including cleaning of bridge decks, drainage systems, piers and lubrication of various bridge components.

10% (M) Assists with general bridge maintenance, sign, fence and guardrail activities; such as, but not limited to: traffic control, traffic safety device repair, or the operation of specialized bridge maintenance equipment. Operate Category 1 and 2 equipment assigned to the unit. Must be able to keep records of labor, equipment and materials used. May be required to assist with purchasing materials.

¹ ESSENTIAL FUNCTIONS are the core duties of the position that cannot be reassigned
MARGINAL FUNCTIONS are the minor tasks of the position that can be assigned to others

SUPERVISION OR GUIDANCE EXERCISED OVER OTHERS

The Structural Steel Welder does not have supervisor responsibilities, but may at times provide guidance to other Bridge Maintenance employees.

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KNOWLEDGE, ABILITIES AND ANALYTICAL REQUIREMENTS

Thorough knowledge of: welding symbols, methods, materials, tools and equipment used in fusion welding on structural steel; proper methods of applying heat to structural steel members. Must have knowledge of construction and maintenance methods and emergency procedures.

Knowledge of: the Department's safety and health policies and procedures; knowledge of basic safety practices contained in the Californian Code of Regulation, Title 8 Industrial Relations, Construction Safety Orders and General Industry Safety Orders regarding personal protective equipment,

Ability to: use an electric welder and an oxyacetylene torch in cutting and welding work and their adjustment and repair; operate shop equipment; such as, iron workers hydraulic presses, cutoff saws, band saws, drill presses and magnetic drills; read, interpret, and work from plans, drawings, and specifications; follow directions; rig and erect scaffolding and staging and work at considerable heights over land and water; do fabrication on, and repair of, movable ladders, stagings, and miscellaneous bridge components and equipment. Must have the ability to work independently as well as in a team environment.

RESPONSIBILITY FOR DECISIONS AND CONSEQUENCES OF ERROR

Incorrect decisions or error in judgment could result in improper work practices that may endanger the safety of both Caltrans employees and the public.

PUBLIC AND INTERNAL CONTACTS

This position has extensive internal contacts within the District, Department, and State. Other public contacts may be with local City, County or Federal Communications Centers.

PHYSICAL, MENTAL, AND EMOTIONAL REQUIREMENTS

The employee may be required to sit or stand for long periods of time. Will be required to lift boxes, supplies, materials, tools and equipment.

The incumbent will be required to manage assignments, deadlines and complete the requirements efficiently. The incumbent will also be required to prioritize work assignments while under pressure. Physical agility and fitness is a must to work on structures under continuous adverse weather conditions. Vision and hearing must be normal, or corrected to normal. Willingness to work rotating shifts including weekends, and to work at extreme heights from suspended scaffolding.

WORK ENVIRONMENT

- Employee will work in a climate-controlled office under artificial lighting. Incumbent will be required to travel throughout the District.
- Extreme weather conditions
- Heights of over 300 feet
- High winds
- Work around moving equipment
- Working around fast moving traffic
- Work inside bridge structures
- Work in confined spaces
- Work around lead paint and solvents

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I have read, understand and can perform the duties listed above. (If you believe you may require reasonable accomodation, please discuss this with your hiring supervisor. If you are unsure whether you require reasonable accomodation, inform the hiring supervisor who will discuss your concerns with the Reasonable Accomodation Coordinator.)

EMPLOYEE (Print)	DATE
EMPLOYEE	DATE

I have discussed the duties with and provided a copy of this duty statement to the employee named above.

SUPERVISOR (Print)	DATE
SUPERVISOR	DATE