

POSITION DUTY STATEMENT

PM-0924 (REV 7/2014)

CLASSIFICATION TITLE	OFFICE/BRANCH/SECTION	
Structural Steel Welder	04/Maintenance/Toll Bridge Region	
WORKING TITLE	POSITION NUMBER	EFFECTIVE DATE
Structural Steel Welder	904-670-6598	

As a valued member of the Caltrans team, you make it possible for the Department to provide a safe, sustainable, integrated, and efficient transportation system to enhance California's economy and livability. Caltrans is a performance-driven, transparent, and accountable organization that values its people, resources and partners, and meets new challenges through leadership, innovation and teamwork.

GENERAL STATEMENT:

Under the direction of a CT Bridge Maintenance Supervisor, the Structural Steel Welder performs electric welding, gas welding, and metal shop fabrication for the State-owned Toll Bridges and Toll Bridge Facilities within District 4. Will work with bridge maintenance crews performing highway, building and toll bridge facility maintenance. Travel throughout the District is required; possession of a valid Class "A" Commercial Driver's License (CDL) is desirable. Incumbent will be required to respond to emergency callouts before and after normal working hours, including holidays and weekends 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 200 feet above the traveled way.

TYPICAL DUTIES:

Percentage		Job Description
Essential (E)/Marginal (M) ¹		
60%	E	Operate electric welding and shop equipment such as iron workers, hydraulic presses, cutoff saws, band saws, drill presses and magnetic drills; operate an 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 and caulks seams; 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; on occasion uses pneumatic caulking, chipping and riveting tools.
35%	E	Directs, instructs, inspects and performs the repair of concrete, asphalt, epoxy overlays for bridge decks and roadways. Incumbent make repairs of structural steel, concrete and timber structures; maintains building and toll bridge facility including cleaning of bridge decks, drainage systems, piers and lubrication of various bridge components. Must be able to keep records of labor, equipment and materials used.
5%	M	Assists with general bridge maintenance activities such as but not limited to traffic control, traffic safety device repair, or the operation of specialized bridge maintenance equipment. May be required to assist with purchasing materials

¹ESSENTIAL 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 supervisory responsibilities, but may at times provide guidance to other Toll Bridge Maintenance employees.

ADA Notice

For individuals with sensory disabilities, this document is available in alternate formats. For information, call (916) 445-1233, TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

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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 California Code of Regulations, Title 8 Industrial Relations, Construction Safety Orders and the 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, moveable 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

The position has extensive internal contacts within the department, the District and the 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 250 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

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

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EMPLOYEE (Print)

EMPLOYEE (Signature)

DATE

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

SUPERVISOR (Print)

SUPERVISOR (Signature)

DATE