

SAN DIEGO UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

TITLE:	Skilled Trades Helper (Glazier)	REPORTS TO:	Assigned Supervisor
DEPARTMENT:	Maintenance	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	SALARY GRADE:	036 OSS
REVISED:	August 22, 2002		

BASIC FUNCTION:

Assist a journey level glazier by performing semi-skilled and routine duties in the removal and installation of glass and mirrors for district property.

REPRESENTATIVE DUTIES: Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.

E = Essential Functions

Assist and facilitate the work of a glazier by removing, measuring, cutting, setting, and installing various types and sizes of glass and mirrors in windows, doors, and skylights. **E**

Operate power and hand tools appropriate to the trade. **E**

May drive a truck.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Any combination of training, experience, and/or education equivalent to graduation from high school and two years of recent experience in general construction, maintenance, and repair, or as a helper to a journey level glazier.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California driver's license appropriate to the type of equipment and/or vehicle operated.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Construction, maintenance, and repair.
Materials, tools, and methods used in the trade
Safety methods and practices related to the trade.
Reading and writing English communication skills.

ABILITY TO:

Use the tools and equipment common to the trade.
Drive a one-ton truck.
Establish and maintain effective working relationships with others.
Plan and organize work.
Meet schedules and time lines.
Maintain records.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor or Outdoor setting.

PHYSICAL REQUIREMENTS:

Strength and energy sufficient to maintain a rigorous work schedule involving driving and/or continuous, heavy physical exertion; hearing and speaking to exchange information; seeing to perform assigned duties; standing for extended periods of time; dexterity of hands and fingers to operate tools and equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally; lifting heavy objects.

Job Code 8297

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