

Sam Houston State University Human Resources

Staff Classification Description – Welder/Mechanic

Skill Category: Skilled Craft
Position (Employee) Class: 6N109 (N1)
Grade: 8
Date: 11/2014

Department: Physical Plant

Educational & Experience Requirement: High school graduate or G.E.D. Technical/vocational training related to job duties would be helpful. Total of four years experience with at least three years as a journeyman welder and one year as a general mechanic. Require use of arc & acetylene, welding equipment, and other tools of the trade. Proficiency in all phases of the duties performed. A combination of education, experience, and training that would produce the required knowledge and abilities could be considered.

Nature & Purpose of Position: Provides journeyman welding and general mechanical support to all crafts including heating, welding, cutting and brazing ferrous and non-ferrous metals. Assists in auto shop in repair and servicing of vehicles, generators, and equipment.

Supervision Given & Received: Works under minimum supervision and may supervise one crafts helper.

Primary Responsibilities: Performs arc & acetylene welding, laying out, cutting, and fitting materials in preparation for welding in accordance with sketches, blueprints, and oral instructions. Fabricates and repairs sheet metal, furniture, bins, braces, pipe supports, anchors, hangers, and other items. Welds and installs sections of pipes and fittings, broken castings, and other metal parts and equipment. Repairs or services vehicles, farm equipment, diesel generators, and assorted power equipment. Assists with fire extinguishers. Performs other related duties as assigned.

Other Specifications: Moderate probability of accident and some hazard to self in terms of burns from welding equipment. Alertness and careful attention is required to avoid serious injury. Ordinary attention and care is required to prevent injury to others. Working conditions are considered fair but involve more than average (25-50%) exposure to one or more disagreeable elements such as dirt, dust, heat, fumes, etc. May be called out after normal hours for emergency repair.

Uniforms and identification badges are provided by the University according to departmental policy.

This is a classification description with the complete list of job duties being maintained at the departmental level. Other job duties necessary for the effective operation of the University are expected to be performed. Any qualifications to be considered as equivalents in lieu of stated minimums require the prior approval of Human Resources.

Sam Houston State University is an at will employer and drug free/smoke free workplace. This position is security-sensitive and thereby subject to the provisions of the Texas Education Code §51.215, which authorizes the employer to obtain criminal history record information. The pay grade range is inclusive of social security benefit replacement pay.

Sam Houston State University is Committed to Equal Opportunity in Employment and Education.