



## **Apprentice**

### **Primary Purpose**

To assist a Journeyman in the fabrication, assembly, installation and repair of sheet metal, pipe, equipment, products and structures.

**Reports to:** Trade Supervisor

### **Typical Duties**

- Help set up or operate soldering and welding equipment, fabricating machines, etc.
- Load, transport, unload, and furnish an experienced craft worker with materials, tools, equipment and supplies. Clean work area and restock supplies and materials as necessary.
- Erect scaffolding.
- Assist in lifting, positioning and securing of materials and work pieces during installation.
- Perform minor maintenance or cleaning of tools and equipment.
- Smooth seams, joints, or burred surfaces, using files or grinders.
- Perform other routine duties as directed by a Journeyman.

### **Requirements**

- Under the direction and supervision of a Journeyman, you should be able to: Follow specific directions. Perform a variety of duties that may often change. Work within standards of accuracy.
- Repeat tasks of short duration according to a set procedure.
- Evaluate information using measurable standards.
- Plan, layout, fabricate, assemble, install and repair sheet metal and piping parts, equipment and products, utilizing a knowledge of working characteristics of metallic and nonmetallic materials, machining, and layout techniques.
- Use hand tools, power tools, machines, and equipment. Read and interpret blueprints, sketches, or product specifications to determine sequence and methods of fabricating, assembling and installing sheet metal products.
- Select gauge and type of sheet metal such as galvanized iron, copper, steel or aluminum.
- Select size, schedule, and type of piping such as copper, iron, Sch. 40 and Sch. 80.



- Use nonmetallic material, such as plastic or fiberglass, according to product specifications.
- Apply knowledge of shop mathematics and layout techniques to develop and trace patterns to product or parts (or use templates).
- Set up and operate fabricating machines such as shears, brakes, presses...forming rolls and routers to cut, bend block and form or straighten materials.
- Shape metal material over an anvil, block or other form, using hand tools.
- Trim, file, grind, de-burr, buff and smooth surfaces, using hand tools or portable power tools.
- Weld, solder, bolt, rivet, screw, clip, caulk and bond component parts to assemble products...using hand tools, power tools, and equipment.
- Install assemblies in a supportive framework according to blueprints...using hand tools, power tools, and lifting and handling devices.
- Inspect assemblies and installation for conformance to specifications...using measuring instruments required.
- Repair and maintain sheet metal products.

### **Qualifications**

- A High School Diploma or GED is required
- On-the-job and related training is also required
- Able to understand written and verbal English. Must be able to write legibly and spell adequately
- Must be able to perform simple math and use a calculator
- Have a valid driver's license and an acceptable record as described in the employee manual
- Drug Free
- Support Mechworks principles, policies and mission statement
- Treat coworkers and customers in a friendly and courteous manner
- Personal appearance should always be professional

### **Physical Demands**

- Stand or walk for long periods of time during a regular work day
- Use arms and hands to reach for, handle and manipulate objects
- Lift and carry materials weighing 50 to 100 pounds
- Climb up and down ladders, scaffolds and other climbing devices



- Carry tools and equipment
- Work while in stooped, kneeling, crouched, and crawling positions
- Able to see naturally or with correction, to safely perform designated tasks.

### **Environmental and Weather Conditions**

- Must be able to: Perform assigned tasks under all types of environmental and weather conditions including severe cold, extreme heat, wet or dry weather and high winds.
- Environmental conditions may include areas where toxic or caustics chemicals or fumes are in use or being stored.
- Noise intensity level of 4; Close proximity to moving mechanical parts; Working in high, exposed levels as well as in close, cramped quarters.
- May be required to operate or work around powder-actuated hand tools such as ram-sets, Hilti-guns, etc.,

**NOTE:** The above description covers the principle duties and responsibilities of the job. The description shall not however, be construed as a complete listing of all miscellaneous, incidental or similar duties which may be required from day-to-day.