

## DUTIES DESCRIPTION RECORD

DDR 72-47129

<b>Department</b>		
<b>Position Title</b>	SHEET METAL FOREMAN	<b>Position Grade</b>
<b>System</b>	POWER	<b>Position Code</b>
<b>Division</b>	DESIGN AND CONSTRUCTION	<b>Number of Positions</b>

Rate: \$29.47 /hr. x 8 = \$235.76	Base Rate (Eff. 11/1/00)
3.11*/hr..x 8 = 24.88	Health & Welfare (Eff. 2/1/97)
1.47*/hr. x 8 = 11.76	Holiday Payment (Eff. 1/1/98)
\$272.40	Per Day (Eff. 11/1/00)

\*Paid per hour worked, but also for hours paid during evening or graveyard shift work.

### Summary Duties

In connection with miscellaneous construction, alteration, and repair activities at various locations in the Power System, directs, and, when supervising a small crew of 4 or more, frequently participates in the work of a crew of sheet metal workers engaged in operating power-driven machines and using hand-operated devices to cut, bend, roll, and otherwise fabricate sheet metal structures; directs sheet metal workers placing sheet metal articles such as air ducts and vents; examines and interprets construction orders, plans and specifications, and observes and analyzes site of proposed work; plans, lays out, and coordinates proposed work with other crafts; determines methods and tools to be employed; assigns and reviews tasks and assumes responsibility for quality and quantity of work during progress and after completion; encourages safe practices and enforces safety rules and precautions; approves workmen's timecards; makes oral and written reports on such matters as work progress, materials used, and accidents; hears and settles grievances and refers them to superior; and performs related duties.