

UW HEALTH JOB DESCRIPTION

SHEET METAL WORKER

Job Code: 410046	FLSA Status: Non-Exempt	Mgt. Approval: J. Lambright	Date: November 2023
Department: Maintenance & Engineering Services		HR Approval: S. Whitlock	Date: November 2023

JOB SUMMARY

The nature of the services provided by this position may affect UW Health Patients, Visitors, Employees and departments. A wide variety of both internal and external relationships are involved in carrying out the duties of this position.

The position of sheet metal worker performs duties under the supervision of the Mechanical Trades Supervisor.

Maintenance & Engineering Services is committed to the highest standard of Customer Relations principles. Team members will serve as role models by practicing exemplary behaviors when working with patients, visitors and fellow staff members. The Hospital and Clinic operations environment requires quicker than normal response to system and equipment failures. The hours worked often require emergency response, frequently without immediate direct assistance from supervisor.

MAJOR RESPONSIBILITIES

- Read blueprints, measure materials, design work in shop and organize materials for sheet metal projects.
- Equipment and shop upkeep.
- Fabrication of sheet metal duct work and fittings for HVAC systems and exhaust systems.
- Assembling and installing of heating and ventilating work on the job.
- Fabrication and installation of all work listed on plans as architectural sheet metal (gutters, metal roofs, copper flash decks, gravel-stop, coping, etc).
- Assist with oversight of roofing project flashing and metal installation.
- Fabricate and repair all types of hospital and clinical equipment (custom fabrication of surgical instruments).
- Perform welding and hand soldering on all types of metals using proper procedures.
- Perform Preventative maintenance on AHU units – Return Fans, Exhaust Fans and Hoods.
- Work on Building Automation System.
- Maintain room pressure relationships and knowledge of applicable codes.
- Interpret air balance reports.
- Install, test and inspect Fire Damper.
- Test and install HEPA systems.
- Install fume filtration systems (carbon).
- Perform preventive maintenance of such systems and keep records.
- Understand and create preventive maintenance and repair work reports to include material, ASSET / FMS records, etc.
- Create reports for material and equipment stocking and repairs.
- May participate in the 24/7 emergency call back rotation.
- Other duties as assigned.

ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.

JOB REQUIREMENTS

Education	Minimum	High School Diploma or GED. Five (5) year sheet metal apprenticeship.
	Preferred	
Work Experience	Minimum	Two (2) years' work experience and construction / installation of mechanical systems.
	Preferred	Three (3) years' experience with sheet metal work in a hospital setting.
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> • Journeyman certificate in Sheet Metal. • Valid driver's license in the person's state of residence. <ul style="list-style-type: none"> ○ Must be 21 years of age or have three (3) years of driving experience to operate a Patient/Visitor Vehicle or UW Health Vehicle other than a golf cart or utility terrain vehicle
	Preferred	

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Required Skills, Knowledge, and Abilities	<ul style="list-style-type: none"> Knowledge of all methods, procedures, practices and tools of the sheet metal trade. Knowledge of Air Balancing procedures Welding skills to include but not limited to, GMAW and GTAW Ability to read and interpret blueprints, schematics and diagrams. Possession of good customer service skills. Proficient with Microsoft Office Applications. 			
AGE SPECIFIC COMPETENCY (Clinical jobs only)				
Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.				
Instructions: Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,				
	Infants (Birth – 11 months)		Adolescent (13 – 19 years)	
	Toddlers (1 – 3 years)		Young Adult (20 – 40 years)	
	Preschool (4 – 5 years)		Middle Adult (41 – 65 years)	
	School Age (6 – 12 years)		Older Adult (Over 65 years)	
JOB FUNCTIONS				
Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.				
PHYSICAL REQUIREMENTS				
Indicate the appropriate physical requirements of this job in the course of a shift. <i>Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.</i>				
Physical Demand Level		Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
	Sedentary: Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as docket, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	Up to 10#	Negligible	Negligible
	Light: Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	Up to 20#	Up to 10# or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	Negligible or constant push/pull of items of negligible weight
	Medium: Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	20-50#	10-25#	Negligible-10#
X	Heavy: Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	50-100#	25-50#	10-20#
	Very Heavy: Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	Over 100#	Over 50#	Over 20#
Other - list any other physical requirements or bona fide occupational qualifications not indicated above:				

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.