

CST MECHANICAL INC. JOB DESCRIPTION

TITLE: Sheet Metal Mechanic

REPORTS TO: Sheet Metal Supervisor

LOCATION: Hampton, VA

APPROVED/REVISED DATE: 06-10-19

FLSA STATUS: Non-Exempt

JOB SUMMARY: Sheet Metal Mechanics are responsible for creating, building, fabricating and installing parts made of sheet metal.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Plan, layout, measure and mark dimensions and reference lines using machinery such as a plotter and/or hand tools such as a calculator, scribe, square or tape measure.
- Familiar with fastening seams and joints together with a Pittsburg machine, air hammer, welds, bends, bolts, rivets, solder, caulks and/or metal drive clips in order to assemble components into ductwork used in our HVAC department.
- Inspect ductwork assemblies for accuracy.
- Wrap and/or line ductwork with insulation and duct liner using spot pins or tape and glue.
- Ability to layout and install duct work used in residential and commercial applications.
- Plan, layout, measure and install duct in a field setting.
- Read and understand Mechanical blueprints.
- Responsible for all other duties as assigned.

QUALIFICATIONS:

- Minimum 5 years Commercial/Residential HVAC experience required.
- Must have working knowledge of all trade materials and tools.
- Ability to take direction and delegate responsibilities.
- Must be self-motivated with good written and verbal communication skills.
- Ability to communicate professionally at all levels of the organization and with external contacts.
- Must be able to work nights and weekends.
- Must pass criminal background check and random drug screens.
- Good driving record preferred.

SUPERVISORY RESPONSIBILITIES: None

EDUCATION/TRAINING: OSHA 10 Certification required.

ACCOUNTABILITY:

- Must comply with all company policies and procedures.
- Accountable for safety and health and are empowered to stop work if an unsafe condition is present. Employees should immediately notify their supervisor so that the hazard may be corrected.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Sheet Metal Mechanic Job Description

Page 2

Work outside, inside, and in dusty, noisy and hazardous areas. Work in high places, tight places, confined spaces and/or other adverse locations. Climb, balance, squat, kneel and crouch. Work in all types of weather. Ability to lift and carry 51 to 75 lbs. occasionally, and/or 31 to 45 lbs. of force frequently, and/or greater than negligible up to 16 to 22 lbs. of force constantly to move objects.

Signature _____

Print name _____

Date _____

Disclaimer

The above statements are intended to describe the general nature and level of work to be performed by the person assigned to this position. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of the person. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.