



# ESSENTIAL JOB ELEMENTS - SHEETMETAL HELPER

## RESPONSIBILITIES:

1. Complete assigned work, select proper tools, and follow safe work practices.
2. Load, transport, unload and furnish others with materials, tools, equipment, and supplies.
3. Follow specific instructions.
4. Assist in lifting, positioning, and securing of materials and work pieces during installation.
5. Assist others in performing their assigned duties.
6. Clean work area.
7. Set up equipment and machines. (Field work only.)
8. Assemble parts.
9. Erect scaffolding.
10. Perform minor maintenance/cleaning of tools and equipment.

## EXPERIENCE:

1. Add, subtract, multiply, and divide whole numbers and fractions.
2. Read and write.
3. Work within precise standards of accuracy.

## PHYSICAL QUALIFICATIONS:

1. Climb up or down ladders, steps, stairs, scaffolds, stoop, kneel, crouch, and crawl.
2. Maintain balance on scaffolding and platforms.
3. Work in pits, ditches, and elevated areas up to 100' or more.
4. Reach for, handle and manipulate objects and material.
5. Lift and carry objects up to 60 pounds.
6. Lift arms above shoulder level (i.e., throws bags into a truck);
7. Stand and walk for long periods of time.
8. See and hear (either naturally or with correction).
9. Must be able to hear adequately enough to be alerted by horns, sirens, shouting, or any other noise that is meant to convey a safety warning;
10. Must be able to work in confined or enclosed spaces.
11. Must be able to wear a hard hat, safety glasses, gloves, and safety-toed boots;
12. Must be able to walk moderate distances to reach work area (1/2 mile or more);
13. Must be committed to contributing to a culture of safety.

Please review this copy of the essential elements for the job position. Are you aware of any reasons you cannot perform the essential elements of the job? \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date