



For the future of every student

CLASS TITLE: GLAZIER

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform a variety of skilled glazing tasks in the installation and replacement of glass for District buildings and facilities; perform or assist in the performance of skilled and semi-skilled work in other building trade areas as assigned.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Perform a variety of skilled and semi-skilled glazing work in the installation and replacement of glass for assigned District facilities.

Perform skilled and semi-skilled work in other building trade areas as assigned.

Repair windows in District buildings and facilities to maintain proper appearance and provide protection from rain and environment.

Repair window coverings such as Venetian blinds, vertical blinds, screens and other fixtures to maintain proper appearance and security.

Apply putty and install metal settings or wood moldings to assure glass work is secure.

Remove putty and broken glass from windows, transoms and doors in schools; cut and set new glass and plexiglass.

Cut and install plate glass for desk and table tops and show cases.

Prepare areas for glazing activities by moving furniture and closing off areas to the public.

Determine materials needed to glaze or to repair window coverings.

Clean work areas after project completion.

Order and pick up parts and supplies for projects as needed; drive a vehicle to conduct work.

Prepare and maintain various records related to labor, materials, work orders, projects and assigned activities.

Perform glazing work in conformance with building, health, and safety standards.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

Methods, procedures, equipment, and tools of the building trades related to glazing.
Proper methods of storing equipment, materials, and supplies.
Safety rules, codes, and regulations applied to the building trades.
Practices, techniques and procedures involved in the measuring, cutting, installation, removal and replacement of glass.
Building codes related to the glazing trade.
Operation and maintenance of tools, equipment and machinery used in the glazing trade.
Shop math applicable to the building trades.
Technical aspects of the glazing trade.
Appropriate safety precautions and procedures.
Oral and written communication skills.
Record-keeping techniques.
Proper lifting techniques.

ABILITY TO:

Perform at the journey level in the glazing building trade and skilled and semi-skilled work in other building trade areas as assigned.
Read and interpret blueprints, sketches, and diagrams.
Prepare a variety of surfaces for glazing or other window coverings.
Maintain accurate work logs and records.
Understand and carry out a variety of complex instructions in an independent manner.
Operate a variety of hand tools, power tools, and other equipment used for building maintenance purposes in a safe manner.
Communicate effectively both orally and in writing.
Work cooperatively with others.
Observe health and safety regulations.
 Perform mathematical calculations using addition, subtraction, multiplication, and division.
Work safely and effectively on ladders, scaffolding, rigging, and roofs of varying heights
Establish and maintain cooperative and effective working relationships with others.
Identify asbestos-containing building material.
Maintain regular and consistent attendance.

EDUCATION AND EXPERIENCE:

Any combination equivalent to sufficient experience, training and/or education to demonstrate the knowledge and abilities listed above. Typically, this would be gained through: graduation from high school supplemented by completion of an approved apprenticeship program in the glazing trade and three years journey-level experience in the installation and replacement of glass for various buildings and facilities.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:**ENVIRONMENT:**

Indoor and outdoor work environment.
Driving a vehicle to conduct work.
Regular exposure to fumes, dust and odors.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate specialized equipment and tools.
Standing for extended periods of time.
Seeing to perform repairs.
Hearing and speaking to exchange information.
Lifting, carrying, pushing or pulling heavy objects as assigned by position.
Bending at the waist, kneeling or crouching.
Reaching overhead, above the shoulders and horizontally.
Climbing ladders.

HAZARDS:

Working around and with machinery having moving parts.
Working at heights.
Chemical fumes.

Approved by Personnel Commission: 09/19/2007