

approved

## **STUDENT LABOR POSITION DESCRIPTION**

### **Wrought Iron**

Most Recently Updated 04/21/99

Position Title: Student Trainee  
Must work 10 hrs/wk.

**I. Grade Level: 1-3**

**II. Description:**

**A.** The following are the essential duties for a Trainee in the Wrought Iron Department:

For Grade 1 workers:

1. Cutting metal.
2. Grinding.
3. Filing.
4. Finishing.
5. Cold-bending.
6. Performing other job-related duties as assigned.

For Grade 2 workers,

1. All of the above for Grade 1 workers plus:
2. Hot-forging.
3. Some welding.

For Grade 3 workers,

1. All of the above for Grade 1 and 2 workers plus:
2. Supervising other student workers.
3. Keeping the shop opening during Labor Supervisor absence, including guiding the processes to be done that day, and keeping items to be produced on-track.

**B.** The following are *possible additional* duties for this position:

1. Additional custom work beyond standard forms.
2. Marketing.
3. Seeing that the workplace and environs are clean.

**III. Learning Opportunities:**

- A.** If Grade 1, develop the attributes appropriate to Grade 1 positions: learning to meet schedules and standards of performance, efficient use of time, healthy attitudes toward work and supervision, working with others, sharing responsibility, recognition of the importance of work, basic skills and information.
- B.** If Grade 2, develop the attributes appropriate to Grade 2 positions: learn to take personal responsibility; apply knowledge to a situation; self-identify skills, talents, interests and limitations; learn and develop confidence in skills or program knowledge; and appreciate work as a process as well as a product.

- C. If Grade 3, develop the attributes appropriate to Grade 3 positions: an understanding of the importance of initiative; awareness of job-related needs; ability to identify problems; analytical ability; problem-solving ability; and an understanding of the role of standards and leaders.
- D. Characteristics of metals, their tensile strength, etc. and what they can and can't do; what metals/materials are most appropriate to a given job.
- E. What one can do with a few, often hand, tools.
- F. How to make metalwork repairs; how to make parts as needed, often from recycled/scrap metal.

**III. Learning Opportunities (cont.):**

- G. Custom work.
- H. Opportunities to do own metalworking after hours with assistance from Labor Supervisor.
- I. Marketing.
- J. Problem identification and solving skills, especially involving the idea of making a solution for oneself rather than resorting to purchasing or going without.

**IV. Basic Qualifications:**

- A. General: Advance in grade through demonstration of effort more than of skill; be adaptable, hard worker, with strong work ethic and initiative; come in on time; do the work required, pay attention to detail; be open minded, willing to get your hands dirty, willing to learn, and to work in a hot, dirty environment small enough that all workers are very visible to each other (too small to hide in).
- B. Skill: Advancement in grade is through effort demonstrated more than skill, yet promotion will be from within; all employees begin at Grade 1.
- C. Physical: No limitations.
- D. Academic: None.

**V. Desirable Qualifications:**

none.

**VI. Narrative Summary:**

Student cut, ground, filed, finished, cold-bended metals. If job done at Grade 2 level, student also hot-forged and did some welding of metals. If job done at Grade 3, work included supervising other students, and managing/running wrought iron shop in Supervisor absence.