

POSITION DESCRIPTION

1. Agency PDCN 80114 **D1371000**

2. Reason for Submission Redescription New Reestablishment Other Explanation (Show Positions Replaced)	3. Service HQ Field X	4. Empl Office Location	5. Duty Station	6. OPM Cert #
		7. Fair Labor Standards Act Not Applicable	8. Financial Statements Required Exec Pers Financial Disclosure Employment & Financial Interests	9. Subject to IA Action Yes X No
		10. Position Status Competitive Excepted (32 USC 709) X SES (Gen) SES (CR)	11. Position is Supervisory Managerial Neither X	12. Sensitivity Non-Sensitive Noncritical Sens Critical Sens Special Sens

15. Classified/Graded by
 a. US Office of Pers Mgt b. Dept, Agency or Establishment X c. Second Level Review d. First Level Review

Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
Sheet Metal Mechanic (Aircraft)	WG	3806	10	jk	28 Feb 95

16. Organizational Title (If different from official title) _____ **17. Name of Employee** (optional) _____

18. Dept/Agency/Establishment - National Guard Bureau

a. First Subdivision - State Adjutant General
b. Second Subdivision -
c. Third Subdivision -
d. Fourth Subdivision -
e. Fifth Subdivision -

19. Employee Review. *This is an accurate description of the major duties and responsibilities of my position.* _____ Employee Signature /Date (optional)

20. Supervisory Certification. *I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes related to appointment and payment of public funds. False or misleading statements may constitute violations of such statutes or their implementing regulations.*

a. Typed Name and Title of Immediate Supervisor Signature _____ Date _____	b. Typed Name and Title of Higher-Level Supervisor/Manager (optional) Signature _____ Date _____
---	---

<p>21. Classification/Job Grading Certification: <i>I certify this position has been classified/graded as required by Title 5 USC, in conformance with USOPM published standards or, if no published standards apply directly, consistently with the most applicable standards.</i></p> <p style="margin-left: 20px;">Typed Name and Title of Official Taking Action JASON KAREGEANNES</p> <p style="margin-left: 20px;">Signature <u> //signed// </u> Date 28 Feb 95</p>	<p>22. Standards Used in Classifying/Grading Position March 2007 USOPM JGS for Sheet Metal Mechanic, WG-3806, Sep 69 USOPM JGS for Painter Series, WG-4102, Nov 69</p> <p><small>Information For Employees. The standards and information on their application are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or OPM. Information on classification/job grading appeals is available from the personnel office.</small></p>
--	---

23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (Opt)								
b. Supervisor								
c. Classifier								

24. Remarks:
 CRA95-1002

25. Description of Major Duties and Responsibilities (SEE ATTACHED)

25.

[1]

a. INTRODUCTION:

This position is located within a National Guard aircraft maintenance organization. Its primary purpose is to accomplish the inspection, repair, modification, installation and troubleshooting of sheet metal, fiberglass, bonded honeycomb and other structural materials and components as well as treatment (i.e., mechanical and chemical), and painting of missiles, aircraft powered and nonpowered Aerospace Ground Equipment (AGE), and monitoring aircraft and equipment washing.

b. DUTIES:

(1) Independently inspects aircraft and determines the nature and extent of repairs to be made, using applicable technical orders as guidelines. Works directly on the aircraft and its components, fulfilling such tasks as removal, repair, modification and installation of parts and assemblies, such as frames, stringers, longerons, bulkheads, beams, ribs, spars, skin, cowlings, brackets, fairing, access doors, panels and other related items. May be required to clear red "X" conditions.

(2) Repairs cracks in aircraft skin. Fabricates and fits patches to damaged areas, determining repair detail necessary to retain or restore original strength. Fits and trims components to aircraft such as landing gear doors, control surfaces, flaps access doors and other assemblies. Seals structures to make them pressure, water and weather tight.

(3) Troubleshoots aircraft structural repair situations in such areas as fuselage, tails, wings, cowlings, and stabilizers. Removes, forms, fits, and installs highly stressed and double contoured skins, using hand or powered drilling and cutting tools and other metal working equipment. Determines shear and bearing load factors during rivet replacement. Installs heads up, regular, heat treated, high shear, and blind type aircraft rivets and fasteners, using pneumatic riveters, special tools and bucking bars. Removes damaged or broken fasteners and receptacles.

(4) Aligns and balances component structures and airframe using precision measuring instruments and levels. Performs metal-to-metal bonding where delamination of surfaces and core material occurs in control surfaces.

(5) Inspects damage or deterioration and determines repair or replacement of plastic, fiberglass, composites, bonded structures, and bonded honeycomb assemblies using powered and nonpowered tools and equipment. Repairs or replaces retaining frames and installs plastic laminated blanks. Designs and constructs forming fixtures.

(6) Manufactures and ensures that metal tubing, conduits and cables are fabricated and tested in accordance with drawings and specifications. Fabricates and repairs flexible control cables.

(7) Performs fabrication of local manufactured items required for aircraft and equipment. Work includes layout, bending, cutting, forming and assembling. Devise and calculates patterns employing the principles of triangulation, radial and parallel line development.

(8) Sets up and operates power shears, brakes, rolls, dimpling machines, drill presses, saws, portable powered tools, specific detection and measuring equipment, and other metal working equipment, including use of other tools of the trade. Requisitions necessary supplies and equipment for the activity.

(9) Prepares and designs layout, dies, jigs, and templates necessary to carry out fabrication repair or modification of aircraft, engine, AGE, and other equipment. Works from blueprints, technical orders diagrams, and work orders.

(10) Identifies metal corrosion. Performs necessary testing to identify type corrosion present by examination with magnifying equipment, chemical and mechanical methods and treats aircraft engines, in accordance with applicable technical publications. Ensures that work assignments received from supervisor or maintenance control are accomplished in a timely manner.

(11) Removes corrosion by mechanical and chemical procedures to include use of portable powered (electric and pneumatic) sanders, buffers, brushes, bead blasters, vacuum cleaners, scrapers, grinders, acids, caustics, solvents, alcohols and other agents used in corrosion control processes. Treats metal with chemical procedures, such as acids and caustics for passivation and etching, to protect metal from oxidation. Performs such functions as pickling of metals to prepare for good bonding with primer coat of protective materials.

(12) Applies protective coatings, markings, and decals after proper removal of corrosion and treatment of metals. Uses conventional paint spray equipment, electrostatic spray equipment, brushes and special applicators when applying primers and surface coatings.

(13) Identifies, blends, stores, controls, and disposes of hazardous materials such as acids, caustics, alcohols, solvents, cleaners, primers and surface coatings used for corrosion removal, treatment and protection in accordance with applicable directives.

(14) May operate the wash rack. Accomplishes corrosion and washing inspections within schedule provided to ensure compliance with the monthly and weekly maintenance plan. May conduct training on proper methods and procedures of wash rack operations.

(15) May assist in training of drill status guard members and in maintenance of publication files of applicable technical orders, regulations, manuals and local directives.

(16) Prepares for and participates in various types of readiness evaluations such as MEI, ORI, IG and UE inspections mobility and command support exercises. May be required to perform such additional duties as structural fire fighting, aircraft fire/crash/rescue/duty, security guard, snow removal, munitions loading and handling, heavy equipment operator, maintenance of facilities and equipment, or serve a member of a team to cope with natural disasters or civil emergencies.

(17) Performs other duties as assigned.

c. SKILL AND KNOWLEDGE:

Knowledge of aircraft design and structure as well as testing procedures and prevention of metal corrosion. Skilled in the use of various complicated tools and equipment. Knowledge of metal strength characteristics (annealing, tempering and normalizing) in the selection of the proper materials for repair.

d. RESPONSIBILITY:

Works under general supervision. Work is completed from written or oral instructions, blueprints, sketches, or personal inspection of the item or system to be manufactured or repaired. Plans own work and makes own templates when necessary using prescribed methods. Work is spot checked for quality and correctness.

e. PHYSICAL EFFORTS:

Works long periods of time exerting self when bending and shaping or constructing the more complex items. Lifts heavy equipment and components weighing up to 50 pounds and with assistance up to 100 pounds.

f. WORKING CONDITIONS:

Works inside and outside, in a variety of weather conditions; wet, slippery and icy roads, aircraft surfaces and work stands, in extreme temperature and humidity. Subject to the dangers from exposure to toxic fumes, high pressure air and fluids, fast actuating metal aircraft surfaces such as leading gears, speed brakes, missile doors and flaps, engine noise, heat blast, intake suction, rotating propellers, explosive munitions, electrical voltage, cartridge actuating device, liquid oxygen, fire or explosion of aircraft fuels, lubricants, paints, solvents and other hazardous material.

ADDENDUM TO PD# D1371000
Sheet Metal Mechanic (Aircraft), WG-3806-10

OTHER SIGNIFICANT FACTS:

Incumbent may be required to prepare for and support the mission through the accomplishment of duties pertaining to military training, military readiness, force protection and other mission related assignments including, but not limited to, training of traditional Guard members, CWDE/NBC training, exercise participation (ORE/ORI/UCI/MEI/OCI/IG, etc.), mobility exercise participation, FSTA/ATSO exercise participation, SABC training, LOAC training, weapons qualification training, participation in military formations, and medical mobility processing within the guidelines of NGB/ARNG/ANG/State/TAG rules, regulations and laws. These tasks have no impact on the classification of this position and should NOT be addressed in any technician's performance standards.

EVALUATION STATEMENT

A. Title, Series and Grade: Sheet Metal Mechanic (Aircraft), WG-3806-10.

B. References:

1. USOPM JGS for Sheet Metal Mechanic Series, WG-3806, ~~Sep 69~~ March 2007
2. USOPM JGS for Painter Series, WG-4102, Nov 69.

C. Background: Air National Guard units have been reorganized to form an Aircraft Generation Division (AGD) as directed by the Air Force. This position is redescribed to reflect these changes.

D. Occupational Series, Title and Grade Determination:

1. Series: The purpose of this position is to inspect, fabricate, repair and install sheet metal, fiberglass, and other structural material on aircraft. This position has a mix of duties that involve the WG-3806 series and the WG-4102 series. The predominant work in this position involves sheet metal repair, therefore the duties are classified using the WG-3806 series.

2. Title: Based on the standard, positions engaged in the manufacture and installation of aircraft sheet metal are titled Sheet Metal Mechanic (Aircraft).

3. Grade: The duties are covered by the two series referenced above. A comparison of duties with the standards indicate work in the sheet metal area is significantly larger, more complex and requires more skill, therefore the WG-3806 series is appropriate for grading. There are two factors considered significant for grading purposes within the 3806 series, as follows:

a. Skill and Knowledge: At the WG-10 grade level, sheet metal mechanic duties are more complex and difficult to plan and lay out than at the WG-08 grade level. The position's duties and responsibilities involve work requiring various skills in pattern development, assembly, and systems, not just components. This position also requires skill and knowledge of fabrication.

b. Responsibility: At the WG-10 grade level, work is performed under general supervision of the section supervisor. Work is spot checked upon completion. Determines methods, materials and machines to carry out duties.

E. Conclusion: Based on the above, this position is classified as Sheet Metal Mechanic (Aircraft), WG-3806-10.

D1371000 ~~80114000~~

Classifier: Jason Karegeannes Center: NGB-HR-WC Date: 28 Feb 95