CLASS TITLE: Glazier

CHARACTERISTICS OF THE CLASS: Under supervision, performs skilled work in the cutting, fitting and installation of glass in wooden and metal frames for windows, doors, skylights and other structures; and performs related duties as required.

ESSENTIAL DUTIES: Reads blueprints, specifications and work orders to assess work required and to determine work methods to use for installing or replacing glass; selects type of glass such as insulated, tempered and laminated for use in various jobs; removes old and damaged glass and cleans surfaces for placement of new glass; ensures adequate supplies of tools, equipment and materials needed to complete jobs at work sites; uses hand and power tools to measure, cut, lift, fit and position glass into place; secures glass in sashes or frames using putty, bolts, rubber gaskets, glazing compound, metal clips or molding; spreads glazing compound around edges of molding, installs glass and trims excess material with a glazing knife; installs glass panels; maintains records of materials used; prepares work activity reports.

RELATED DUTIES: Loads, transports and unloads equipment and supplies; cleans tools and work site after repairs.

MINIMUM QUALIFICATIONS:

Training and Experience. Successful completion of a US Department of Labor registered glazing apprenticeship training program and journeyman status, or an equivalent combination of training and experience.

Knowledge, Abilities and Skill. Good knowledge of the principles, work methods and techniques of the glazing trade. Good knowledge of safety practices and procedures. Good knowledge of the tools, equipment and construction materials used to install glass.

Ability to read and interpret blueprints and specifications. Physical ability to use the tools of the trade. Ability to access work areas. Ability to prepare work activity reports.

Skill in the installation and replacement of glass. Skill in the use of tools and equipment of the glazing trade. Basic math skills. Basic oral and written communication skills.

Physical Requirements. Ability to lift and carry supplies, materials
and tools weighing up to 30 pounds frequently and up to 75 pounds occasionally.

**Working Conditions.** Unavoidable exposure to extreme temperatures and exposure to fumes, dust and noise.

**Equipment.** Standard hand and power tools and equipment of the glazing trade including glass cutters, suction cups, drills and grinders. Safety equipment. Standard office equipment including personal computers.

NOTE: While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

November, 2004
City of Chicago
Department of Personnel