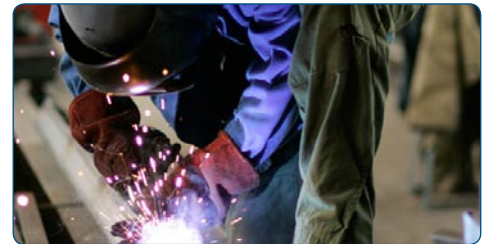


LITERACY ON THE JOB:

Metal Fabricator/ Welder

Overview of tasks for metal fabricators / welders

- Interpret engineering plans
- Fabricate and weld heavy metal objects to specified designs
- Install fabricated items on site
- Work as part of a team



Reading

Everyday, welders read:

- written job instructions on job sheets
- engineering plans
- short notes and instructions written to supplement plans and job sheets
- dials and gauges on equipment
- safety signage.

On a fairly regular basis, welders will read texts that contain more detailed instructions or information – e.g. Material Safety Data Sheets, hot work permits, component charts, health and safety information sheets, evacuation instructions, quality system procedures or instructions, training materials e.g. apprenticeship training materials. Some of these materials can be quite complex to read.

Occasionally, welders read:

- manufacturers manuals e.g. welding machine manual
- company health and safety manual
- employment related information e.g. leave forms, employment agreement.

Writing

Everyday, welders:

- write very brief notes on job sheets e.g. check off, sign name, record parts completed.

On a regular basis, welders make sketches to help them work out how to do a job.

Occasionally, welders:

- fill in simple forms e.g. hazard identification, leave form
- write brief reports e.g. accident report
- write notes to help them remember training or explanations
- write answers to formal assessment questions.

Speaking and listening

Everyday, welders:

- talk to other welders to co-ordinate their work
- listen and respond to verbal instructions from their supervisor
- report the progress they have made on their work.

On a regular basis, welders:

- listen to verbal explanations from people giving training or updates
- participate in team meetings
- use hand signals and gestures to communicate in a noisy environment.

Occasionally, welders will:

- discuss problems with a plan or design with supervisor or other welders
- communicate with site manager and contractors when installing an item at a site
- answer verbal questions during training assessments.

Numeracy

Everyday, welders:

- estimate how much material they will need to complete a job
- take accurate measurements
- work with 2D and 3D pictures of objects
- make calculations to help complete the job e.g. exact quantities of materials, size of angles
- record how much time they spent on jobs
- check the temperatures of welding equipment.

On a regular basis, welders will estimate how much an object weighs so they can identify how to move it safely.

Critical thinking

Everyday, welders have to decide:

- the best and most efficient order to complete a job
- the correct method and tools to use to complete a welding or fabrication task
- if they can do a job by themselves or need help from others
- how to cut materials to create minimal waste.

Occasionally, welders have to deal with contingencies e.g. weld not to standard, problems with tools or equipment, injury or accident. They may also have to work out how to load the truck which will deliver an item to the customer.

Information Communication Technology

Some welders use computer systems to:

- track and log job sheets
- record time spent on particular jobs
- clock in and out for work
- read computer generated engineering drawings.