GLAZIER

TITLE: Glazier

REPORTS TO: ProInstall Manager

DATE: August 2023

OVERALL OBJECTIVE

To carry out glazing functions professionally, accurately and in accordance with the Supervisor's instruction.

KEY STAKEHOLDERS

INTERNAL

Store person, Transport Manager, Manufacturing Manager, Contracts Supervisor

EXTERNAL

Nil

RESPONSIBILITIES

- To carry out all tasks as a professional tradesperson.
- Wear Personal Protective Equipment that has been supplied at all times in the factory and on site.
- Ensure electrical equipment is tested and tagged.
- Maintain portable electric tools in good order.
- Instruct Apprentices in correct methods and procedures to carry out tasks. Exercise control over Apprentices.
- Adequately protect customer's surfaces and property preventing damage. Clean work areas on completion of job.
- Complete weekly time sheet for presentation to Supervisor.
- Maintain Company vehicles in good order and drive courteously and in accordance with the Road Traffic Ordinance.
- Observe all Occupational Safety and Health procedures.
- Wear the Company's uniform that has been issued. Maintain a neat dress standard.
- Ensure glazing is carried out in accordance with relevant standards and codes. If in doubt ,consult with Supervisor.
- Provide comprehensive tool kit which is maintained in good order to complete all tasks.

 Functions

- Ensure all tools and equipment carried on vehicles are secured firmly.
- Follow instructions for care and use of chemicals which are issued on Material Safety Data Sheets.
- Observe all work procedures which have been issued by the Company.

- Ensure glass loaded is done so correctly and clamped or secured that it does not move during transportation.
- Care must be exercised when using plant and equipment on site.
- Observe work and safety procedures whilst in the factory.
- Report any information which may assist the Company in its business or industrial relations.

GLAZING SKILLS REQUIRED INCLUDE INSTALLATION OF THE FOLLOWING:

- Framed and unframed mirrors
- Splash backs
- Fully framed and semi frameless shower enclosures
- Fully frameless shower enclosures
- Partition glazing
- Silicone butt joint work
- Partition framing
- Aluminium door fabrication
- Aluminium door installation
- Aluminium shopfront manufacture
- Aluminium shopfront installation
- Frameless glass assembly installation
- Toughened glass doors
- Automatic door operators
- Shop front glazing
- Aluminium framed wardrobe door installation
- Structural glass balustrading (pool fencing)- in formed concrete channel and on mini posts
- Aluminium framed balustrading (pool fencing)
- Other Commercial Glazing applications that may arise

THE WALSHS WAY

Actively promotes and adheres to the Walshs Way values

- **Safety First**- In every task and every day
- **Customer at Heart-** Best products, service and expert knowledge
- **Respect-** For each other, our customers and suppliers
- **One Team**- Working together for success
- **Always Better-** Improving today for tomorrow

WORK HEALTH & SAFETY

- Take reasonable care for their own health and safety
- Take reasonable care for the health and safety of others who may be affected by their actions in the workplace
- Ensure WHS principles are applied to every aspect of work
- Hazards are identified and reported immediately in accordance with the WHS procedures.

- Safe work and care practices are adhered to and actively promoted

SKILLS & QUALIFICATIONS

- Completed Year 10. Maths and English essential
- AQF 3 being Trade Qualification as a Glazier
- Current knowledge of the Australian Standards for the application of glass products
- Requirement to hold a satisfactory police check.

EXPERIENCE & ATTRIBUTES

- Qualified as a Glazier (3 or 4 year Apprenticeship)
- Work in a Commercial environment
- Professional presentation, with an excellent attitude toward customer service
- Wearing of the Company's uniform. Neat, conservative standards