

9746

Tailor

Nature of Work: Under general supervision, performs advanced level detailed work in the sewing, mending, altering, and tailor-fitting of uniforms and other fabric items for the WV State Police. Has considerable latitude to determine methods and procedures used to produce usable items. Completes appropriate paperwork. Performs related work as required.

Distinguishing Characteristics: This class is distinguished from the Garment Worker class by the advanced level work performed. Incumbents in this class generally perform more complex and intricate work requiring a greater degree of accuracy and skill.

Examples of Work

Cuts and sews uniforms for the uniformed members of the WV State Police.
Mends, alters, sews or tailors uniforms and other speciality uniform items.
Threads sewing machine; sets tension, uses attachments, and maintains machine.
Cleans work area regularly.
Inventories supplies.

Knowledge, Skills, and Abilities

Knowledge of care, upkeep, and use of sewing machines.
Knowledge of a variety of fabrics, their properties and uses.
Knowledge of standard sewing and tailoring procedures.
Skill in manipulating a hand-sewing needle and thread.
Ability to execute proper sewing procedure quickly and efficiently.
Ability to follow oral and written instruction.

Minimum Qualifications

Experience: Two years of full-time or equivalent part-time paid experience sewing or mending fabric articles.

Established: 6/19/96
Effective: 8/1/96