

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Job Title: Assistant Foreman – Plumbing

Pay Table: Support

Pay Grade: 13

FLSA Status: TBD

Job Code: 611

Reports to: Plumbing Foreman

JOB SUMMARY

Under the general supervision of the plumbing foreman, the assistant foreman installs, maintains and repairs plumbing systems and equipment. Incumbent also assigns jobs, orders parts and supervises and trains the Plumbing Shop personnel in absence of shop foreman.

ESSENTIAL JOB FUNCTIONS

- Inspects plumbing installations and repairs to ensure that they meet building and health codes.
- Performs plumbing inspections.
- Works with contractors.
- Installs general plumbing equipment.
- Maintains and installs general plumbing systems.
- Orders parts and materials for jobs.
- Assigns jobs, trains, answers questions and supervises in absence of Foreman.
- Performs customer service.
- May be required to perform general plumbing duties.
- Handles general foreman duties in the absence of the foreman.
- Responds to emergencies as needed.

MINIMUM REQUIREMENTS

- Four (4) years of experience related to the above tasks, knowledge, skills and abilities or an equivalent combination of education and experience.
- Driver's license.
- Journeyman plumbing license.
- ICC plumbing inspector's license preferred.
- Completion of formal apprenticeship program (or equivalent training) preferred.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read, write and perform basic mathematical functions.
- Knowledge of Utah Plumbing Code
- Knowledge of maintenance and installation of plumbing systems and appliances.
- Knowledge of safety rules, regulations, and codes.
- Knowledge of power tools and hand tools.
- Knowledge of material safety data sheets (MSDS) preferred.
- Ability to prepare and process purchase orders.
- Ability to maintain inventory and property.
- Ability to make budget recommendations and manage department budget.
- Ability to use small office equipment and computers.
- Ability to use or repair small, medium and heavy equipment and machinery.
- Ability to supervise employees using or repairing heavy machinery.

PHYSICAL DEMANDS

Very heavy work: Exerting in excess of 100 pounds of force occasionally and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects. The work also requires the following physical abilities in order to perform the essential job functions: balancing, climbing, crawling, crouching, feeling, fingering, grasping, handling, hearing, kneeling, lifting, mental acuity, pulling, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, visual acuity and walking.

WORKING CONDITIONS

Employees in this position work in a safe, but dynamic environment that requires them to be sensitive to change and responsive to changing goals, priorities, and needs.

The Davis School District has the right to revise this position description at any time.