

SCHOOL DISTRICT 27J
CLASSIFIED POSITION JOB DESCRIPTION

Job Title: Maintenance Plumber
Date Prepared or Last Modified: December 2022
Work Year: 12 months
Department: Facilities
Reports To: Director of Facilities

SUMMARY Perform journeyman level technical activities related to the repair, maintenance, and installation of plumbing systems including drain, waste vents, water distribution, fixtures, natural gas, and natural wastes.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- D 30% Perform preventive maintenance and break down repair on plumbing and water supply equipment and systems, using mechanical hand tools and diagnostic instruments. Establish preventive maintenance schedules for all equipment and maintain records of maintenance performed.
- D 25% Perform regular maintenance, emergency repairs, and install plumbing systems and equipment throughout the district.
- D 10% Manage/Prioritize workload using work order system. Ensure work order Action boxes have been populated with notes, dates, initials and work is completed in a timely basis. Maintain records of all maintenance performed.
- W 5% Maintain inventory of parts, supplies, and equipment.
- W 2% Inspect buildings and equipment on periodic basis to ensure compliance with code and safety of plumbing supplies and equipment.
- W 3% Maintain and inspect equipment including plumbing equipment and supplies.
- W 3% Assist other trades as needed.
- M 1% Attend safety seminars and departmental staff meetings.
- M 1% Test and ensure quality of water.
- M 5% Respond to emergency situations, assess priority of situations, and perform or schedule maintenance or repair work as necessary.
- M 2% Maintain hot water heaters and water holding tanks.
- A 1% Assist supervisor in evaluating equipment and supplies, recommending purchase or replacement, and providing input on district capital expenditures.
- A 1% Perform snow removal as needed.
- A 5% Test backflow prevention devices on domestic systems, fire loops, and irrigation systems to protect district water distribution systems and city water supply.
- M 5% Respond to emergency situations when necessary when called or due to on-call rotation.
- Ongoing 1% Perform other duties as assigned, for example, after hours emergencies.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND TRAINING: High school diploma or equivalent, journeyman plumbing license and certification as a backflow prevention assembly tester.

EXPERIENCE: 5 years' experience in the plumbing trade.

SKILLS, KNOWLEDGE, & EQUIPMENT: Journeyman level skill in the plumbing trade. Communication and interpersonal skills. Problem solving abilities. Working knowledge of applicable regulatory requirements and trade standards. Operating knowledge of and experience with plumbing tools (snakes, hand tools, etc.), lifts and scaffolding, diagnostic testing equipment, and various plumbing related equipment to be installed and maintained. Operating knowledge of and experience with personal computers and typical office equipment.

CERTIFICATES, LICENSES, & REGISTRATIONS: Journeyman plumbing license and valid Colorado driver's license. Certification as a backflow prevention assembly tester required within 6 months after hire.

SUPERVISION/TECHNICAL RESPONSIBILITY This job has no supervisory responsibilities. Acts a resource for others throughout the district in regard to plumbing maintenance, repairs, and emergencies.

JUDGMENT AND DECISION MAKING Work is assigned by Director of Facilities, via work orders, and preventive maintenance schedule. This position requires application of technical knowledge to evaluate, analyze, repair, or replace plumbing systems and/or equipment; prioritize repairs; and determine impact decisions have on building occupants. Work is guided by district policies, Uniform Mechanical Codes, UPC Plumbing Code, and Colorado State Cross Connection Regulations. Decision making requires collaboration with other plumbing technicians, HVAC and electrical technicians, custodians, principals, and Director of Facilities. Director of Facilities is involved only in major decisions.

DIVERSITY OF DUTIES: Duties require cross-training in pipe fitting; basic electrical, carpentry, and grounds and plumbing standards and codes. Duties and actions impact individuals across the District.

SAFETY TO SELF AND OTHERS Medium exposure to self to bruises and cuts due to using tools; to heat and chemical burns due to hot pipes/water and/or solder; to fractured bones, repetitive motion injuries, loss of limb, loss of sight, disfigurement, and fatality due to power equipment; to hernia due to lifting heavy equipment; to disease due to contact with sewage; and to loss of sight due to solder chemicals

The physical demands, work environment factors, and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS While performing the duties of this job, the employee is regularly required to stand; walk; and use hands to finger, handle, or feel. The employee frequently is required to reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and taste or smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 75 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT While performing the duties of this job, the employee is frequently exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; outside weather conditions; and extreme cold. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, extreme heat, risk of electrical shock, and vibration. The noise level in the work environment is usually moderate.

MENTAL FUNCTIONS While performing the duties of this job, the employee is regularly required to communicate and use interpersonal skills. Frequently required to compare, analyze, copy, coordinate, instruct, compute, synthesize, evaluate, compile, and negotiate.