

JOB DESCRIPTION

PATERSON BOARD OF EDUCATION

FACILITIES/GROUNDS/OPERATIONS

4238 PLUMBER

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JOB TITLE: PLUMBER

REPORTS TO: Executive Director of Facilities

NATURE AND SCOPE OF JOB: The Plumber, under the direction of the Maintenance Manager, performs general plumbing work involved in installation and maintenance of plumbing facilities and systems. He/she also works with various machines and hand tools common to the plumbing trade and may prepare or work from sketches, plans, and specifications in accordance with the plumbing code or accepted trade practices.

QUALIFICATIONS:

The Plumber shall:

1. Hold a current plumbing license.
2. Have a high school diploma or equivalent.
3. Have minimum of three years of experience in plumbing work involving a variety of layout, installation, and maintenance tasks.
4. Hold a current black seal license.
5. Experience with preparing and/or work from sketches, plans, specifications, and roughing-in sheets in accordance with the plumbing code or approved trade practices.
6. Have basic proficiency of computer skills needed to support responsibilities of position, including but not limited to E-mail, work orders, spreadsheets, and material ordering information.

VERIFICATION OF COMPETENCY:

1. District application and resume
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers, teachers, professors, or other professional sources.
4. Employment interview.

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JOB FUNCTIONS AND RESPONSIBILITIES:

The Plumber shall:

1. Install, repair, and/or maintain gas, water, and waste disposal pipes and facilities.
2. Troubleshoot malfunctions and makes emergency and permanent repairs.
3. Remove stoppages from piping and toilet, sink, and other facilities.
4. Work with wrought iron, cast iron, butt-welded, soil and copper pipe.
5. Install and repair piping systems using flanged, screwed, bell and spigot compression, and soldered joints.
6. Cover piping and fittings with approved compositions for insulation.
7. Be familiar with the nomenclature, use and installation of reducing, pressure relief, surge check, float, gate, globe and other types of valves, unions, sleeves, bushings, reducers and other fittings and valves.
8. Be responsible for measuring and fitting of piping and facilities.
9. Experience with preventative maintenance systems
10. Interpret graphic symbols used on piping drawings.
11. Makes plumbing tests on work in progress and completed work.
12. Give assignments to helpers.
13. Keep accurate records.
14. Use computers and/or electronic equipment to fulfill job functions.
15. Serve as a role model for students and staff in demonstrating positive attitudes, appropriate attire and grooming, and an effective work ethic.
16. Protect confidentiality of records and information about staff, and use discretion when sharing any such information within legal confines.
17. Participate in appropriate in-service and workshop programs and attend any required meetings.

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18. Display the highest ethical and professional behavior in working with students, parents, school personnel, and outside agencies associated with the school.
19. Adhere to New Jersey school law, State Board of Education rules and regulations, State and local health agency requirements, Board of Education policies and regulations, school regulations and procedures, and contractual obligations.
20. Perform any duties and responsibilities that are within the scope of employment, as assigned by the supervisor, and not otherwise prohibited by law or regulation.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job.

1. Unless reasonable accommodations can be made, while performing this job the staff member shall:
2. Frequently lift up to fifty (50) pounds alone and one hundred (100) pounds with assistance.
3. Occasionally work from ladders or scaffolding at heights over ten (10) feet.
4. Sit, stand, and walk for required periods of time.
5. Speak and hear.
6. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
7. Communicate effectively in English, using proper grammar and vocabulary. American Sign Language or Braille may also be considered as acceptable forms of communication.
8. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

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ENVIRONMENTAL DEMANDS:

The applicant must be able to:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

EVALUATION:

The Plumber shall be evaluated by the Executive Director of Facilities or his/her Designee in accordance with Policy No. 3223 and Regulation Nos. 3223.1 or 3223.2, this Job Description and such other criteria as shall be established by the Board of Education.


Approved

12-6-2013
Date