Job Description
MOORE PUBLIC SCHOOLS

Job Title: **Plumber Licensed**

Qualifications:

Credentials: Valid Oklahoma Drivers License and acceptable driving record; State Journeyman's Plumber's License.

Education: High school, GED and specialized vocational training in plumbing.

Training or Experience Required: 3-5 years in the plumbing field in commercial plumbing maintenance and/or repair.

Special Skills, Knowledge, Abilities:

Must have knowledge of and ability to perform plumbing work that would pass any City or required plumbing inspections.

Communication Skills (oral, written, or business). Basic communication skills to exchange information, give/receive simple instructions and respond to inquiries. Includes filling out forms.

Mathematical Skills: Performs routine computations requiring a knowledge of addition, subtraction, multiplication and division using whole numbers, fractions, decimals and/or percentages.

Reading and Interpreting: Reads and interprets complex written or printed materials such as schematics, blueprints, building plans, charts, diagrams, maps or instruction material.

Tools and Equipment Usage: Uses tools or equipment with expertise acquired through extensive experience and/or specialized training. The most complex tools or equipment necessary to perform satisfactory include: sewer machine, trencher, fusion tool, and torch.

Site: **Various**

Reports To: **Plumber Foreman, Director of Maintenance**

Job Goal (Purpose of Position): Performs skilled/full journey level duties under limited supervision to install, repair or maintain plumbing (i.e. Water, drain, and gas) systems in the school district.

An incumbent in this position will follow generally standardized operating policies and

procedures. On occasion he will have to utilize discretion, ingenuity and independent judgment due to the complexity of the job. Since there may be several ways to solve a problem, an incumbent is free to choose the solution.

Contact with Others: An incumbent in this position has some public contact with members of own staff or district and with vendors. Some interpersonal interaction or communication is required.

Other Performance Measures:

Successful performance of the job requires good customer service/people skills to resolve problems. It requires following safety guidelines and policies to reduce accident or injury. It requires following school dress standards, proper attendance or leave policies, and other work-habits concerns. Some initiative, self discipline and effective problem solving are necessary for the success of the position.

Essential Job Functions:

1. Trouble shoots plumbing problems and performs general maintenance and repairs for all boilers, hot water tanks, steamers, heaters, dishwashers, and related items/devices in the district.

2. Installs and repairs gas and water lines and drains and sewer lines. Checks and repairs gas leaks. Repairs breaks in underground water and drain lines. May install and repair sprinkler systems.

3. Unstops drain lines.

4. Installs, repairs, replaces faucets, sinks, toilets, showers, and other plumbing fixtures.

5. Winterizes buildings susceptible to damage.

6. Performs preventive maintenance on all plumbing (water, gas, and sewer) equipment, fixtures, etc. and eliminates severe problems that could be the cause of major down time.

7. Informs supervisor of parts, equipment and other supplies that are necessary to do job. Keeps necessary parts and supplies on hand for common projects.

8. Cleans work area and maintains plumbing shop and tools, including assigned vehicle.

9. Performs other duties as assigned.

Supervision exercised: An incumbent does not usually supervise except on a special job assignment.

Physical/Mental Requirements and Working Conditions:

In a work day, the employee must stand/walk 2-3 hours per day. Employee's job requires frequent bending/stooping, squatting/crouching, and pushing/pulling. There is occasional crawling and kneeling, climbing and reaching above the shoulders.

Employee's job requires frequent carrying/lifting of up to 35 pounds and occasional lifting from 35 to 75 pounds loading and unloading sewer machine, lifting large pumps and motors and carrying fixtures. Job requires employee to use both feet for repetitive movements as in operating foot controls; both hands for such repetitive actions requiring simple to firm grasping and/or fine manipulation.

Employee must possess manual dexterity/visual ability to operate hand and power tools (tighten fittings, solder, use shovel). Must be able to read blueprints and schematics, see in dark with only a flashlight. Employee must possess hearing to distinguish normal/abnormal sounds like gas or water leaks. Must be able to communicate with fellow workers and the public. Must be able to climb ladders and steps, crouch, kneel, and fit in tight spaces, etc.

Employee's job requires working on unprotected heights (roofs); Use of/close to machinery; working in the outdoors with temperature changes; driving motorized equipment; exposure to toxic gas, solvents, sewer gases, asbestos; and working in extreme temperatures and around slick surfaces.

SUBJECT TO BE ON CALL 24 HOURS

TERMS OF EMPLOYMENT: 261 days per year

SALARY: Category G

EVALUATION: Performance of this job will be evaluated in accordance with Board Policy.

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