LAKE ELSINORE UNIFIED SCHOOL DISTRICT
Position Description

TITLE:	**MAINTENANCE SPECIALIST PLUMBER**		
DEPT:	Maintenance	**REPORTS TO:**	Director, Maintenance and Operations, or Designee
JOB FAMILY:	Maintenance & Operations	**CATEGORY:**	Classified Bargaining Unit (BU)
FLSA:	Non-Exempt	**RANGE:**	59
ISSUED:	5/9/2025	**WK DAYS/YR:**	244

JOB PURPOSE STATEMENT:

Under the general direction of the Director, Maintenance and Operations, or Designee, performs skilled, journey-level, plumbing work in the maintenance and repair of District facilities, and equipment; supports building maintenance in other trades including general electrical, plumbing, painting, carpentry and locksmith work. The incumbents in this classification provide building maintenance services to keep facilities operational which directly supports student learning.

DISTINGUISHING CHARACTERISTICS:

The trades worker classes in the Maintenance Specialist series perform journey-level technical work in their area of specialty, either low voltage electrical, plumbing, HVAC, painting or locksmith. This class is distinguished from the general classification of Senior Maintenance Worker which has responsibility for the maintenance and repair of District facilities with independent and support work in all the trades.

ESSENTIAL JOB FUNCTIONS:

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties.

1. Install and maintain plumbing fixtures and plumbing related appliances and equipment including valves and other control devices, water heaters, pumps, boilers, vents, gas equipment, regulators and pipes, sewer lines, water regulators, water lines, backflow prevention equipment, toilets, urinals, faucets, sinks, floor drains etc.
2. Clear stoppages in drains and repair breaks and leaks.
3. Measure, cut, thread, and connect pipe to feeder lines and equipment.
4. Test systems by performing pressure tests.
5. Install, maintain, check electrical units, and repair washers, dryers, water heaters, and garbage disposals.
6. Dig ditches and trenches as needed.
7. Maintain related equipment including fans, blowers, thermostats, pumps, and motors.
8. Pour and form concrete.
9. Repair and replace valves, fittings, ball cocks.
10. Weld, solder, braze, and caulk, as necessary.
11. Use hand and power tools necessary to perform the duties assigned.
12. Prepare records and reports as required which may include time, labor, parts, supplies, equipment, etc.
13. Order parts, supplies and equipment to perform installations and repairs.
14. May serve in a lead capacity on designated or special projects and/or supervise contractors, or vendors.

15. Assist other personnel as may be required for the purpose of supporting them in the completion of their work activities, including with special projects or in emergencies.
16. Transport and remove materials, furnishings, equipment, supplies, waste, etc.
17. Perform other functions, duties and tasks related to this class as assigned.
18. Attend meetings as required.

JOB REQUIREMENTS - QUALIFICATIONS:

Knowledge of:

1. Standard tools, equipment, and practices of the plumbing trade and the building trades
2. Applicable plumbing codes and regulations
3. Building construction practices, laws and safety rules related to the construction and repair of public school buildings
4. Standards for safe use of equipment
5. Basic math to calculate measurements, quantities, etc.
6. English usage, grammar, punctuation, and spelling
7. Proper methods of storing equipment, materials, and supplies

Skills:

1. Operate hand and power tools used in general maintenance functions
2. Interpersonal skills using tact, patience and courtesy with children, administration, and staff
3. Operate light and medium weight vehicles

Ability to:

1. Plan and lay out plumbing work
2. Communicate effectively both orally and in writing
3. Meet schedules and timelines
4. Understand and follow oral and written instructions
5. Work independently with minimal supervision
6. Participate in team building and a maintaining professional work environment
7. Establish and maintain cooperative and effective working relationships with others, including students, staff and the public.
8. Interact with persons of different age groups and cultural backgrounds

EDUCATION REQUIRED:
High School diploma or equivalent

EXPERIENCE REQUIRED:
Four (4) years prior experience in general construction and maintenance work, including verifiable extensive knowledge of three (3) skilled maintenance trades and general working knowledge of other trades.

LICENSE REQUIRED:
Possession of a valid California Driver's License and remain insurable at the District's standard insurance market rate. Current DMV report.

CERTIFICATIONS AND TESTING REQUIRED:

1. Pass the District's applicable Proficiency Exam for the job class with a satisfactory score.
2. After offer of employment, obtain:
    a. Criminal Justice and FBI Fingerprint Clearance at candidate's expense
    b. Negative pre-employment drug screen test at District's expense
    c. Pre-employment physical exam at District's expense
    d. Negative TB test result at candidate's expense plus periodic post-employment retest as required (currently every four years)

WORKING CONDITIONS:

1. Indoor and outside environment, subject to varying weather conditions and temperatures
2. Lifting/carrying/pushing/pulling up to 50lbs unassisted and 51lbs or more assisted.
3. Stand and walk for prolonged periods
4. Noise from power tools and machines
5. Pushing/pulling a dolly with lumber, cabinets, hand truck
6. Manual dexterity to reach and handle tools and equipment
7. Talking/hearing to communicate with others and have conversations
8. Near visual acuity/depth perception to perform work, see a computer screen, and inspect equipment
9. Drives a District vehicle between sites