

Job Description

Job Title: **Master Plumber**
 Job Family: **Technicians/Trades/Maintenance**
 Pay Program: **Classified**
 Prepared/Revised Date: **October 5, 2005**

Job Code: **1452**
 FLSA Status: **Non-Exempt**
 Pay Range: **G 29**
 Typical Work Year: **12 months**

SUMMARY: Responsible for maintaining, repairing and installing all types of plumbing equipment, domestic water systems and related devices. Specific duties include performing preventative maintenance (PM) programs, inspections and repairs, performing estimates and providing layouts for plumbing maintenance related items; responding to emergency plumbing calls and maintaining and repairing all natural gas services including valves.

ESSENTIAL DUTIES AND RESPONSIBILITIES: *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.*

Job Tasks Descriptions	Frequency	% of Time
1. Troubleshoot, repair and maintain plumbing equipment including, but not limited to, faucets, grease traps, flush valves, sinks, water heaters, commodes drinking fountains, photo processing equipment, domestic water heater pumps, backflow prevention devices, flush meters and water meters.	D	45%
2. Perform preventative maintenance inspections and repairs in all district facilities including, but not limited to, domestic water systems and sanitary waste drainage.	D	10%
3. Respond to emergency plumbing calls such as clogged drains, broken water lines and frozen pipes. Evaluate situation and take corrective action.	D	10%
4. Install new plumbing fixtures including, but not limited to, sinks, commodes, urinals, faucets, drinking fountains and domestic water heaters.	M	15%
5. Maintain and repair all natural gas services including, but not limited to, valves.	M	5%
6. Investigate and respond to all emergency calls concerning reported gas odors and possible natural gas leaks.	M	5%
7. Perform layouts and interfaces with Construction and Facilities Development for renovations and upgrades.	Q	5%
8. Perform other job-related duties as assigned.	Ongoing	5%
	TOTAL =	100%

EDUCATION AND RELATED WORK EXPERIENCE:

- High school diploma, completion of G.E.D., or equivalent vocational school or short term courses in Master Plumbers License.
- Minimum of five years experience in plumbing construction and maintenance.

LICENSES, REGISTRATIONS or CERTIFICATIONS:

- Criminal background check required for hire.
- Valid Colorado driver’s license.
- Valid Colorado State Master Plumber License required for hire.
- Backflow Prevention Certification preferred at hire, required within 6 months of entering position.
- Successful candidate will be required to complete a pre-hire, post-offer physical examination.

TECHNICAL SKILLS, KNOWLEDGE & ABILITIES:

- Critical thinking and problem solving skills.
- Knowledge of plumbing codes and regulations. Ability to read blue prints.
- Ability to promote and follow Board of Education policies, Superintendent policies and building and department procedures.
- Ability to communicate, interact and work effectively and cooperatively with all people including those from diverse ethnic and educational backgrounds.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.

MATERIALS AND EQUIPMENT OPERATING KNOWLEDGE:

- Operating knowledge of and experience with personal computers and peripherals.
- Operating knowledge of and experience with typical office equipment, such as telephones, copier, fax machine, E-mail, etc.
- Operating knowledge of general plumbing repair and maintenance equipment, district maintenance vehicles and trade specific hand tools required for hire.
- Responsible for appropriate and efficient use of repair parts and tools provided by the District.

REPORTING RELATIONSHIPS & DIRECTION/GUIDANCE:

	POSITION TITLE	JOB CODE
Reports to:	Plumber, Lead	5045

	POSITION TITLE	# of EMPLOYEES	JOB CODE
Direct reports:	This job has no direct supervisory responsibilities.		

- Provide guidance to Journeyman and Apprentice Plumbers.

BUDGET AND/OR RESOURCE RESPONSIBILITY:

- Work within prescribed budget. Maintain supplies, inventories and equipment.
- Responsible for proper use and documentation of District credit card.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS: *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 ACTIVITIES:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand			X	
Walk			X	
Sit		X		
Use hands to finger, handle or feel			X	
Reach with hands and arms			X	
Climb or balance			X	
Stoop, kneel, crouch, or crawl			X	
Talk		X		
Hear				X
Taste	X			
Smell			X	

WEIGHT and FORCE DEMANDS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds				X
Up to 25 pounds				X
Up to 50 pounds			X	
Up to 100 pounds		X		
More than 100 pounds		X		

MENTAL FUNCTIONS:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze				X
Communicate				X
Copy		X		
Coordinate			X	
Instruct		X		
Compute		X		
Synthesize		X		
Evaluate				X
Interpersonal Skills				X
Compile				X
Negotiate			X	

WORK ENVIRONMENT:	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)			X	
Work near moving mechanical parts			X	
Work in high, precarious places		X		
Fumes or airborne particles			X	
Toxic or caustic chemicals		X		
Outdoor weather conditions			X	
Extreme cold (non-weather)		X		
Extreme heat (non-weather)		X		
Risk of electrical shock		X		
Work with explosives		X		
Risk of radiation	X			
Vibration		X		

VISION DEMANDS:	Required
No special vision requirements.	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	X
Peripheral vision	X
Depth perception	X
Ability to adjust focus	X

NOISE LEVEL:	Exposure Level
Very quiet	
Quiet	
Moderate	X
Loud	
Very Loud	