

JOB DESCRIPTION
San Leandro Unified School District

Plumber

Purpose Statement

The job of Plumber is done for the purpose/s of providing support to the educational process with specific responsibilities for providing skilled plumbing services; identifying repair and/or replacement needs; installing, repairing, and/or upgrading plumbing systems; ensuring compliance with accessibility, health and safety codes; ensuring completion of projects in accordance with trade standards; providing information on the proper uses of equipment; assisting other skilled trades; and ensuring that tools and materials are available at job site.

This job reports to assigned Maintenance & Operations administrator.

Essential Functions

- Analyzes blue prints, schematics, and drawings of plumbing systems for the purpose of determining the efficient installation of new or upgraded systems.
- Coordinates with assigned supervisor and other trades for the purpose of completing projects and work orders efficiently.
- Designs plumbing projects (e.g. sketch, plan, lay out, etc.) for the purpose of conveying information and determining cost estimates.
- Diagnoses causes of problems and/or failures in plumbing/irrigation/HVAC systems for the purpose of identifying repair and/or replacement needs.
- Estimates materials and/or equipment needed to compete work projects for the purpose of obtaining materials and assigning tasks to ensure job completion.
- Fabricates equipment parts for the purpose of meeting specialty needs and/or replacing unavailable parts.
- Informs personnel regarding procedures and/or status of service requests for the purpose of providing information for making decisions, taking appropriate action and/or complying with building and safety regulations.
- Installs plumbing systems and fixtures (e.g. hot water heaters, drinking fountains, etc.) for the purpose of providing enhanced and/or upgraded capabilities.
- Maintains vehicle, tools and equipment for the purpose of ensuring availability in safe operating condition.
- Monitors buildings and facilities for the purpose of evaluating condition, identifying necessary repairs and recommending preventive maintenance.
- Participates in meetings, workshops, trainings, and seminars for the purpose of conveying and/or gathering information required to perform job functions.
- Prepares written materials (e.g. repair status, service requests, etc.) for the purpose of documenting activities and/or conveying information.
- Repairs plumbing systems and/or and components (e.g. valves, pipes, toilets, drinking fountains, etc.) for the purpose of ensuring systems and/or components are in proper working order.
- Requests equipment and supplies for the purpose of maintaining inventory and ensuring availability of items required to complete the necessary installation and/or repair.
- Responds to emergency situations for the purpose of resolving immediate safety concerns.

- Schedules job assignments for the purpose of prioritizing service requests and ensuring completion of the projects in a timely manner with as little disruption as possible.
- Transports a variety of tools, equipment and supplies for the purpose of ensuring the availability of materials required at job site.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform single, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill based competencies required to satisfactorily perform the functions of the job include: operating equipment used in plumbing; planning and managing projects; preparing and maintaining accurate records; and adhering to safety practices.

KNOWLEDGE is required to perform basic math, including calculations using fractions, percents, and/or ratios; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge based competencies required to satisfactorily perform the functions of the job include: methods, techniques, materials, tools used in plumbing installation, maintenance, and repair; safety practices and procedures; and codes/laws/rules/regulations/policies.

ABILITY is required to schedule activities and/or meetings; gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to work with others; work with data utilizing defined and similar processes; and operate equipment using a variety of standardized methods.

Ability is also required to work with a wide diversity of individuals; work with similar types of data; and utilize a wide variety of types of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is moderate to significant. Specific ability based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; and working with frequent interruptions.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to have some impact on the organization's services.

Working Environment

The usual and customary methods of performing the jobs functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling, some climbing and balancing, significant stooping, kneeling, crouching, and/or crawling and significant fine finger dexterity.

Generally the job requires 25% sitting, 25% walking, and 50% standing. The job is performed under temperature extremes and under conditions with some exposure to risk of injury and/or illness.

Experience Job related experience within a specialized field is required.

Education High school diploma or equivalent.

Equivalency

Required Testing

Certificates

Pre-Employment Proficiency Test

Apprenticeship Training Program
Certificate, Journey Level Certificate or
Equivalent
Driver's License & Evidence of Insurability

Continuing Educ./Training

Maintains Certificates and/or Licenses

Clearances

Criminal Justice Fingerprint/Background
Clearance
TB Screen

FLSA Status

Non Exempt

Approval Date

June 11, 2019

Salary Range

B