

LEAD PLUMBER JOB DESCRIPTION

Job Title: Lead Plumber

Wage/Hour Status: Nonexempt

Reports to: Manager of Maintenance & Operations

Pay Grade: 307 (Auxiliary Calendar)

Dept. /School: Maintenance

Date Revised: 7/2018

Primary Purpose:

Maintain the flow and drainage of water, air, and other gases by assembling, installing, and repairing pipes, fittings, and plumbing fixtures districtwide. Maintain and provide for the safe condition and operation of all plumbing systems in district facilities.

Qualifications:

Education/Certification:

Valid Texas Journey Plumber license

Valid Texas driver's license

Special Knowledge/Skills:

Knowledge of plumbing repairs, maintenance, and installation techniques

Knowledge of plumbing codes

Ability to read and interpret blueprints, diagrams, schematics, and written reference material

Ability to perform mathematical calculations

Ability to diagnose and resolve problems

Ability to use hand and power tools

Experience:

Ten years experience in plumbing field

Major Responsibilities and Duties:

Maintenance and Repair

1. Assemble, install, maintain, and pressure test all pipes, fittings, and fixtures of heating, water, drainage, sprinkler, and gas systems according to specifications and plumbing codes.
2. Determine sources of plumbing malfunctions and complete repairs as indicated or according to work orders.
3. Install and repair pipes, fittings, valves, fixtures, and plumbing system equipment, including sinks, commodes, water heaters, water softeners, etc.
4. Repair dishwashers and kitchen equipment that incorporate gas or water consumption.
5. Receive and complete work orders.
6. Select material and hardware and make time and materials estimates.

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7. Maintain accurate records on material and labor used.
8. Maintain inventory of district-owned tools, equipment, and materials.
9. Inspect jobs upon completion and ensure areas are clean.
10. Work with building principals and supervisors to complete projects.
11. Detect needed repairs on buildings, grounds, and equipment following established inspection procedures.
12. Respond to emergency calls as needed.

Safety

13. Perform preventive maintenance on tools and equipment.
14. Operate tools and equipment according to established safety procedures.
15. Ensure that equipment is in safe operating condition.
16. Follow established safety procedures and techniques to perform job duties including lifting, climbing, etc.
17. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.

Other

18. Perform any and all duties as assigned.
19. Successfully advances district initiatives.

Supervisory Responsibilities:

As instructed by the Supervisor of Maintenance.

Equipment Used:

Hand and power tools; pipe bender; propane torch; welding equipment; sewer roofer; heavy equipment, including forklift, trencher, backhoe. Light truck or van.

Working Conditions:

Mental Demands/Physical Demands/Environmental Factors:

Continual walking, standing, climbing, stooping, bending, kneeling, reaching, and heavy lifting and carrying. Work in tiring and uncomfortable positions, around gas lines, around fumes and toxic chemicals, outside and inside. Exposure to extreme temperatures. Frequent districtwide travel.

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The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Signature _____ Date _____

Printed Name _____