

## ISSAQUAH SCHOOL DISTRICT JOB DESCRIPTION

**TITLE:** Plumber

**DEPARTMENT:** Finance and Operations  
MVSC

**REPORTS TO:** Maintenance Supervisor

**POSITION SUMMARY:** The District Plumber will assume primary responsibility for the proper and safe addition and repairs to plumbing systems in the school district as required by the Maintenance Supervisor, including projects such as addition of new service within required building codes, repairs to plumbing systems including heat, water and air, as well as troubleshooting, evaluating, and recommending the type of repairs to be accomplished.

### **ESSENTIAL FUNCTIONS:**

- Demonstrated high degree of skill and knowledge expected of a journey level trades worker in the maintenance areas listed below including the use and care of appropriate tools and equipment. The plumbing craft area includes but is not limited to: pipe fitting, plumbing installation, sewage systems, circulation pumps, valves and regulators, sprinkling systems, propane or LP gas systems.
- Advise the Maintenance Supervisor on matters concerning plumbing work orders, preventative maintenance, supplies, training, enhancement and repairs.
- Demonstrate knowledge of, provide maintenance on, and repair plumbing, septic and storm systems.
- Perform regular maintenance and repairs on hot water type boiler including system operation, pump and regulating valve repair, and adjustment and basic troubleshooting.
- Assist with determining plumbing work orders priorities, advising where necessary when priorities may require a change.
- Perform all plumbing work according to applicable codes and in safe conditions.
- Inspect and monitor work in progress and upon completion check for compliance with codes, specifications and ensure that acceptable trade standards are followed
- Inventory and ensure adequate plumbing supplies are in stock to carry out the majority of anticipated requests and make recommendations to the Maintenance Supervisor concerning purchases
- Use in a safe manner all tools required to do the job, such as an automatic sewer snake, hand tools, torches etc.
- Respond to emergency requests during the work day in a timely and organized manner.
- Respond to after hour emergencies when requested.
- Test and service district backflows.
- Repair kitchen equipment such as, but not limited to steam kettle and ovens.
- Attend training sessions and seminars related to plumbing, septic and storm systems, in order to maintain knowledge current.
- Completely and accurately document all preventive maintenance, maintenance, winterization, and repairs in a timely manner.
- Coordinate work effort and assists other trades as necessary.
- Work from plans, blueprints, sketches, and work requests, written and verbal directions.
- Collaborate with and work on Capital Projects assignments as requested.
- Work in inclement weather as necessary.
- Possess knowledge of and adhere to Governing Policies and District Regulations and Procedures.
- Participate in special projects as assigned and perform related duties and key responsibilities consistent with the scope and intent of the position.

### **QUALIFICATIONS:**

#### **SKILLS, KNOWLEDGE AND ABILITIES:**

- Physical stamina and skill to work efficiently and safely with hand tools, power tools and vehicles as necessary to complete assigned duties. Must be able to lift 100 lbs on a regular basis and climb ladders to twenty (20) feet.
- Demonstrate initiative and self-motivation with the ability to manage multiple tasks and develop appropriate priorities.

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- Exercise good judgment in selecting materials and supplies and for the methods of performing the tasks.
- Ability and willingness to take direction and work with minimal supervision.
- Demonstrate understanding of and experience with cultural competence
- Remain flexible to changes in assignments or situations
- Possess and utilize good reading, written, and oral communication skills.

**EDUCATION:** High school diploma or equivalent.

**EXPERIENCE:** Journeyman plumbing status (card) or at least 6 years of validated plumber experience in a commercial or institutional setting preferred.

- Possess or obtain certification for operating man lifts and for backflows within six (6) months.
- Experience with holding tank septic systems.
- All certificates, licenses, endorsements and permits as required for this position by state and local authorities

**CERTIFICATES AND LICENSES:** A valid Washington State Driver’s License with a good driving record and appropriate insurance required. Certification for operating man lifts preferred. Certification for Backflows preferred. Must maintain as current any certification or license listed herein and held at hire date or earned as a condition of hiring.

**CONTINUING EDUCATION/TRAINING:** That which is necessary to maintain certification, licenses, and knowledge as current and as appropriate.

**CLEARANCES:** Criminal Justice fingerprint/Background Clearance

**FLSA STATUS:** Non-exempt

**BARGAINING UNIT:** Teamsters

*I have reviewed the job description, been allowed to ask questions, and can perform all job required Essential Functions with or without an accommodation(s).*

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Name (sign)

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Name (print)

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Date