

PUEBLO SCHOOL DISTRICT 60
CLASSIFIED JOB DESCRIPTION

It is essential that all employees of Pueblo School District 60 understand our mission is to provide a high-quality education that assures each student the knowledge, skills, and dispositions to lead a life of purpose and impact. Employees support the community and thrive in connecting with our students by embracing the core values of the district, which state:

- We believe that the success of every student is our most important commitment.
- We believe that collaboration and engagement with our community, parents, staff, and students are essential to our success.
- We believe that we must act with integrity, celebrate diversity, and promote equity.
- We believe that each individual must be treated with dignity and respect.
- We believe that the social and emotional well being of our students is as important as their academic needs.
- We believe that it is our responsibility to provide a safe, positive, and supportive environment for our students and staff
- We believe that our community heritage, traditions, and history should inform our response to future student and district needs.

As we embrace these values and consider their impact, we will achieve our vision of being a high performing school district that inspires community confidence. Each employee plays a part, and that contribution should bring us closer to helping each student achieve their dreams.

Job Title: Plumber
Prepared Date: 5/19/1999
Revised Date: 9/1/2021
Work Year: 261 days
Department: Facilities
Reports To: Trades Foreman
Salary Range: Licensed/Certified Journey Trades – ACME Negotiated Agreement
Benefits: Fringe Benefits based on ACME Negotiated Agreement
Status: Non-Exempt

SUMMARY OF FUNCTIONS:

The primary responsibility of the Plumber is to provide plumbing services and support to the design, construction, upgrade, and repair of District facilities. This is a skilled maintenance position requiring journey-level skills and experience in commercial plumbing for water distribution, wastewater, gas, steam, and other fluid flow systems.

QUALIFICATIONS:

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. 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.

REQUIRED:

- High School Diploma or equivalent
- Valid Colorado Journeyman Plumbing License
- Valid Colorado driver's license. Employee will be required to drive one or more District vehicles. Employee must be insurable by the District's insurance carrier
- Ability to pass District designated post-offer lift test
- Employee must complete a fingerprint-based criminal background check and must be cleared by the Office of Human Resources
- Must be able to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary

PREFERRED:

- Colorado Certified Master Plumber

SKILLS AND KNOWLEDGE:

- Excellent interpersonal and communication skills.
- Knowledge of potable water, wastewater, air, gas, and other fluid flow systems
- Knowledge of the principles, practices, methods, techniques, materials, tools, equipment, layouts and set-ups used in plumbing
- Knowledge of the uses and purposes of hand and power tools and equipment used on construction and general maintenance.
- Knowledge of the assembly and operation of labor saving devices such as scaffolding and personnel and material handling equipment.
- Sufficient math skills to make measurements and estimate costs.
- Ability to install, modify, and repair new and existing utility, supply, and disposal systems and equipment
- Ability to work from, interpret, and apply building plans, blueprints, and sketches, use shop mathematics, and layout such things as angles, arcs, and circles
- Ability to plan and layout the routing, placement, slant, slope, fall, and proper operation of various systems and equipment
- Ability to locate and tap main lines, set up system routes, place and cut route openings, place hangers for proper level and slope, and determine and install valves, traps, and unions needed for proper operation of system
- Ability to work with little or no supervision
- Knowledge and ability to accomplish complete job in accordance with established work procedures and standard trade practices; supervisor spot-checks work upon completion to ensure that it meets trade standards
- Ability to remain alert to operate the equipment in a safe manner according to safety rules and regulations and to avoid/prevent injury/damage
- Ability to operate equipment properly so that it is not damaged

- Ability to establish and maintain harmonious relationships with public and co-workers
- Excellent work history of reliable performance, including attendance, punctuality, and attention to job responsibilities.
- Prioritize, plan, organize, and execute work effectively, act independently, and exercise initiative in the performance of job duties.
- Ability and willingness to take ownership/responsibility for project completion and provide initiative in reaching organizational goals.
- Ability to work under pressure performing a multitude of ongoing tasks and last-minute deadlines and changes with minimal errors.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following statements of duties and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position. This organization believes that every individual makes a significant contribution to our success. That contribution should not be limited to assigned responsibilities. Therefore, this position description is designed to define primary duties, qualifications and job scope but should not limit the incumbent nor the organization to the work identified. It is our expectation that every employee will offer his/her services wherever and whenever necessary to ensure the success of the District's/department's goals. Actual duties, responsibilities, frequency, and percentages may vary depending upon building assignments and other factors.

- Participate in and perform major plumbing repairs. Inspect, maintain, and repair plumbing systems, equipment, appliances, controls, and fixtures, for water, steam, wastewater, gas, and other fluid flows.
- Participate in the installation, maintenance, and repair of fixtures such as toilets, sinks, fountains, hot water heaters, dish-and clothes-washing machines, backflow devices, gas appliance safety controls, steam tables, plumbing fixtures, drains, sinks, sumps, pumps, water heaters and loops, and showers. Solder and sweat pipe lines and joints.
- Access and retrieve work orders using the automated work order system. May enter time and materials information associated with work performed on orders.
- Install, test, maintain, and prepare documentation about the testing and maintenance of backflow devices, fire sprinkler devices, and fixtures. Maintains, repairs, and may construct lift stations.
- Install, modify, and repair systems and equipment by locating and tapping main lines, setting up system routes, placing and cutting route openings, placing hangers for proper level and slope, and determining and installing valves, traps, and unions needed for proper operation of systems.
- Install, maintain, and repair air and gas piping systems for cooking, heating, cooling and welding. Survey gas safety devices and other plumbing equipment that may need repair or replacement.

- Troubleshoot and repair breakdowns such as clogged drains and fixtures. Remove obstructions, repair lines and fixtures, and install preventative enhancements. Unplug and reroutes water and control lines.
- Test and make needed adjustments to systems and equipment, after completing the work for proper operation, flow drainage, and sanitary conditions
- Operate specialized and demanding machinery such as but not limited to that which is used for trenching (e.g., trencher, backhoe, etc.) to locate, dig, and otherwise aid in construction, upgrade, and repair of lines and pumping stations.
- Recommends standards and specifications for equipment, materials, and workmanship for work performed by staff and outside contractors.
- Respond to emergency or critical incidents in order to confine, resolve, and/or prevent environmentally hazardous conditions

NON-ESSENTIAL DUTIES:

- Perform any and all other duties as assigned by Trades Foreman, Maintenance and Operations Supervisor, or the Executive Director of Facilities and Construction Management.

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 DEMANDS:

Every facilities employee must be able to pass a lift test required by the District. While performing the duties of this job, the employee is required to stand; walk; sit; use hands and fingers to handle or feel. The work requires the use of telephone and using fingers to operate computer keyboards. The employee is continually hearing and speaking to exchange information. The employee is required to reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.

In a 7.5-hour workday, this job requires:

- R – Rarely (Less than .5 hr per day)
- F – Frequently (2.5 – 5.5 hrs per day)
- NA – Not Applicable
- O – Occasionally (.5 – 2.5 hrs per day)
- C – Continually (5.5 - 7.5 hrs per day)

Physical Requirements	NA	R	O	F	C
Sitting				X	
Stationary Standing				X	
Walking (level surface)				X	
Walking (uneven surface)			X		
Crawling		X			
Crouching (bend at knees)				X	
Stooping (bend at waist)				X	
Twisting (knees/waist/neck)			X		

Turn/Pivot			X		
Climbing (stairs)			X		
Climbing (ladder)			X		
Reaching overhead			X		
Reaching extension			X		
Repetitive use arms				X	
Repetitive use wrists				X	
Repetitive use hands grasping				X	
Repetitive use hands squeezing				X	
Fine manipulation				X	
Using foot control			X		
*Pushing/Pulling Maximum weight: 100 lbs.			X		
Lifting Maximum weight: 100 lbs.			X		
Carrying Maximum weight: 75 lbs.			X		

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate but a employee may be exposed to very loud noises that can damage hearing without proper protection. The employee may work inside and outside in all different weather conditions including extreme cold and extreme heat. The employee may be exposed to unpleasant sights and smells. He/she may at times be exposed to dangerous and/or toxic substances and must take necessary precautions to protect eyes, nose, and skin from irritation and infection. Regularly exposed to the possibility of receiving cuts and serious injuries and risk of electrical shock while performing work using power tools and systems