

JOB TITLE: PLUMBER

GROUP: Teamsters II

LEVEL: Appendix A

FLSA STATUS: Non-exempt

WORKDAYS PER FISCAL YEAR: 246 HOLIDAYS: 14

SUMMARY: The position of Plumber is to fix and maintain school district plumbing problems. The position is responsible for all aspects of domestic water, sanitary and storm sewer system design, construction and maintenance. This position is expected for the care and maintenance of appliances and other plumbing related equipment.

CONTEXT AND WHO WE ARE: Highline Public Schools serves students and families in the communities of Burien, Des Moines, Normandy Park, SeaTac and White Center in Washington state.

OUR PROMISE: *Every student in Highline Public Schools is known by name, strength and need, and graduates prepared for the future they choose.*

In 2013, families, students, staff and community members across Highline came together to develop a strategic plan that reflects our goals and dreams for students. Our strategic plan is our equity plan and is guided by Our Promise. In 2023, the strategic plan was updated to guide our work, identifying four bold goals:

- **Culture of Belonging:** *A culture where all are welcome, valued, and safe.*
- **Innovative Learning:** *Academic experiences that engage, empower, and challenge every student.*
- **Bilingual & Biliterate:** *Multicultural skills that enable students to live, work, and communicate across cultures.*
- **Future Ready:** *Students explore possibilities and develop mindsets that prepare them for a changing future.*

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. This list is meant to be representative, not exhaustive. Some incumbents may not perform all the duties listed while in other cases related duties may also be assigned. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Proficient in two or more and competent in at least one additional craft area listed below. The plumbing craft area includes but is not limited to:
 - Pipe fitting
 - Plumbing installation
 - Sewage systems
 - Circulation pumps
 - Kitchen equipment
 - Valves and regulators
 - Sprinkling Systems
 - Propane or LP gas systems
- Work from plans, blueprints, sketches, work requests, written and verbal directions and instruct fellow employees assigned to assist.
- Operate all equipment, tools and vehicles necessary to perform the assigned duties.
- Exercise independent judgment in appraising a problem and selecting a suitable solution. Consult with Lead on changes as needed.
- Estimate labor and material costs as required and tabulate cost data on finished work requests.
- Understand and practice all safety requirements associated with the work and report any unsafe condition.

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- Assist in training mechanics of lesser classifications as required.
- Work independently or with assigned employees.
- Instruct and advise operators in the proper use and care of equipment.
- Document work/projects using electronic work flow processes determined by district policies and/or procedures for the purpose of logging the cost of materials purchased and hours worked for each work order.
- Perform such other duties and assume such other responsibilities as may be assigned by the Lead.

MINIMUM QUALIFICATIONS:

Education and Experience

High School diploma or equivalent

Three years of experience in a similar position with related responsibilities or training to meet journey level skills

ADDITIONAL REQUIREMENTS:

Furnish own hand tools common to the major craft assignment.

CONDITION OF EMPLOYMENT:

Pass a post hire, pre-employment physical assessment test

Criminal background clearance

Valid Driver's License, proof of insurance and good driving record

All certificates, licenses, endorsements, permits, and vaccines (absent exemption) as required for this position by state and local authorities

KNOWLEDGE OF:

Thorough knowledge of all safety standards, laws, codes, rules and regulations which pertain to the primary area assigned

School board policies and procedures

ABILITY TO:

Maintain a very high level of proficiency and accuracy in assigned area

Perform the assigned duties with minimal onsite supervision

Plan projects, estimate labor and material cost

Communicate effectively verbally and in writing

Provide work direction to co-workers

Operate a microcomputer and related software

Maintain effective working relationships with other people

Work collaboratively with school and central office administrators, parents, and community members

Demonstrate understanding of and experience with cultural competence

Remain flexible to changes in assignments or situations

Organize activities, set priorities, and follow instructions

Comply with school board policies and follow administrative procedures

REPORTING RELATIONSHIP: Director for Facilities or designee

EVALUATION: The Plumber will be evaluated by the Director of Facilities or designee based upon performance of duties and responsibilities.

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PHYSICAL DEMANDS: The physical demands described here 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.

While performing the duties of this job, the employee is frequently required to stand/walk and sit; bend neck and back and use hands for repetitive grasping. The employee is occasionally required to use hands for pushing and pulling and for fine finger manipulation, squat, kneel, climb, reach overhead, lift overhead, and knee stand. The employee is expected to frequently lift/carry up to 10 pounds; occasionally lift/carry up to a maximum of 58 pounds. Items over 58 pounds require two-person lift/carry and items over 100 pounds require mechanical lift/carry. The employee is required to pull a maximum force of 143 pounds and push a maximum force of 35 pounds. Specific vision abilities required by this job include close vision, and ability to adjust focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in indoor and outdoor conditions and occasionally works near video display. The noise level in the work environment is usually moderate. The employee is expected to properly wear any personal protective equipment provided by the District.

*Job descriptions are written as a representative list of the **ADA essential** duties performed by the entire classification. They cannot include, and are not intended to include, every possible activity and task performed by every specific employee.*

CLASSIFICATION HISTORY

Updated Context and Disclosures sections, 2024.05.30
Revised Condition of Employment section, 2022.03.07
Updated Context and Mission statement, 2021.02.17
Transferred to new format by Human Resources, 2014.10.08
Updated Work Steps physical requirements, 2013/02
Revised by Human Resources, 2012/10
Revised by Human Resources, 02/2011
Updated by Human Resources, 11/8/95
Created by Personnel, 4/26/90

Highline Public Schools, District #401, complies with all federal rules and regulations and does not discriminate in admission, access, treatment, or employment in education programs or hiring practices on the basis of race, creed, religion, color, national origin, age, sex, sexual orientation including gender expression or identity, marital status, honorably-discharged veteran or military status, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability. This holds true for all students who are interested in participating in educational programs and/or extracurricular activities. Highline Public Schools also provides equal access to the Boy Scouts and other designated youth groups. Any person having inquiries should contact: Age Discrimination Act, Americans with Disabilities Act, Affirmative Action, Civil Rights Act (employees), and Title IX: Chief Talent Officer, 206.631.3121, titleixofficer@highlineschools.org; Civil Rights Act: District Ombudsman, 206.631.3104, civilrightscordinator@highlineschools.org; Section 504 of the Rehabilitation Act- Director of Social Services, 206.631.3250, 504coordinator@highlineschools.org, Address: 15675 Ambaum Blvd. SW, Burien, WA 98166