

May 1, 2020

**Plumber Foreman
Facilities Management
Supervisory/Technical – Grade 20 (\$61,094 - \$67,126)
12-month, Full Time**

Scope of Responsibilities

The Plumbing Foreman shall maintain in good working order all plumbing, mechanical, and HVAC systems and equipment for the operation of school district property. Adapt to changes and emergencies and organize and supervise all aspects of work related to this trade. The Plumbing Foreman, in conjunction with the Executive Supervisor, will establish fair and equitable work schedules and provide supervision for all staff under this trade.

Performance Responsibilities

1. Maintain, repair, replace toilets, lavatories, urinals, kitchen sinks, waste lines, water lines, hot water heater, stops, valves, traps, etc.
2. Maintain, repair, replace steam lines, return lines, return condensate pumps, circulating pumps, steam traps, converters, filters, steam coils, hot water coils, etc.
3. Maintain, repair, replace thermostats, heating unit operators, gas control valves, fireye control units, etc.
4. Maintain, repair, replace boiler feed pumps, circulating pumps, sump pumps, oil pumps, etc.
5. Maintain/repair sprinkler systems.
6. Coordinate boiler inspection for state certification.
7. Estimate jobs and schedule work.
8. Keep supervisor informed on heating plant conditions.
9. Maintain, repair sanitary and storm sewer systems.
10. Maintain, repair boilers and related equipment.
11. Repair/replace temperature controls.
12. Trouble shooting HVAC problems.
13. Complete purchase orders and stay within the budget.
14. Prepare specifications and bidding documents for small scale project within this trade.
15. Coordinate work with other trades and special projects with outside contractors and ensure work is in accordance with specifications.
16. Maintain records of time and materials utilized in performing department functions.
17. Other related work as assigned.

Minimum Qualifications

1. Evidence of State of Michigan Master Plumbing License.
2. Ten years of experience in plumbing and commercial work.
3. Previous supervisory experience.
4. Practical knowledge in the area of plumbing and heating.
5. Ability to lead workers to accomplish work projects.
6. Ability to organize resources to accomplish work projects.
7. Ability to work from ladders and scaffolding.
8. Ability to adapt to emergency situations.
9. Good work and attendance record.
10. Ability to read and interpret blueprints and drawings.
11. Willingness to work overtime as required at any time needed in emergencies
12. Ability to handle physical requirements of the job: bending, lifting up to 100#, pushing, pulling, climbing, and reaching.

Desirable Qualifications

1. Ability to work effectively around students and building staff.
2. Be a conscientious self-starter and have leadership qualities.
3. Previous experience in maintenance working in an educational setting.

Please apply online at www.kalamazoopublicschools.com no later than
Thursday, May 7, 2020.

Kalamazoo Public Schools is an Equal Opportunity Employer.