



Para-Professional – Job Description

Job Title: Plumber – Division of Operations

Pay Grade: SO 07

Min \$35,889/Mid \$44,296/Max \$52,721

Reports To: Facilities Officer/Supervisor

FLSA Status: Non-exempt

Dept./School: Division of Operations

Minimum Duty Days: 226 days

Primary Purpose:

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

Minimum Requirements:

- High school diploma or GED
- Possess and maintain a Valid Texas Driver's License and Clear Driving record throughout employment
- Must have knowledge and be able to operate hand tools, installation and troubleshooting of plumbing systems, repair and installation of plumbing fixtures and water heaters
- Three years of experience in plumbing field
- Valid Texas Journeyman plumber license

Preferred Requirements:

- Back flow certification

Special Knowledge/Skills:

- Demonstrated ability to work effectively and harmoniously with administrators, teachers, and other staff
- Demonstrated ability to communicate effectively in both forms written and orally
- 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 work independently with minimum supervision.

Major Responsibilities and Duties:

1. Assembles, installs, maintains, and pressures test all pipes, fittings, and fixtures of heating, water, drainage, sprinkler, and gas systems according to specifications and plumbing codes.
2. Determines sources of plumbing malfunctions and complete repairs as indicated or according to work orders.
3. Installs and repair pipes, fittings, valves, fixtures, and plumbing system equipment, including sinks, commodes, water heaters, water softeners, etc.
4. Repairs dishwashers and kitchen equipment that incorporate gas or water consumption.
5. Selects material and hardware and make time and materials estimates.
6. Detects needed repairs on buildings, grounds, and equipment following established inspection procedures.

7. Receives and complete work orders on a timely manner.
8. Ability to estimate material requirements and costs for specific projects.
9. Maintains accurate records on material, labor used and inventory of district-owned tools, equipment, and materials.
10. Inspects jobs upon completion and ensure areas are clean and free of debris generated from the repairs.
11. Works with building principals and supervisors to complete projects.
12. Responds to emergency calls as needed.
13. Performs preventive maintenance on tools and equipment.
14. Operates tools and equipment according to established safety procedures.
15. Ensures that equipment is in safe operating condition.
16. Follows established safety procedures and techniques to perform job duties, including lifting, climbing, etc.
17. Corrects unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.
18. Promotes safety and wears Personal Protective Equipment to perform job duties.
19. Demonstrates respectfulness by communicating effectively with fellow coworkers and staff to
20. establish and maintain effective working relationships.
21. Maintain professional relationship with fellow coworkers and administrators.
22. Maintain confidentiality of information.
23. Must participate in planned in-service training sessions and relevant workshops.
24. Must wear LISD issued uniform when reporting to duty and adhere to the dress code administrative regulation.
25. Performs such other duties as may be assigned by immediate supervisor or department director.

Supervisory Responsibilities:

None

Equipment Used:

Small hand tools, power tools and ladders; hand trucks, pallet jacks, pipe bender; propane torch; welding equipment; sewer rooter and hydro jet ; heavy equipment, including forklift, trencher, backhoe, scissor lifts, district vehicles & trailers.

Mental Demands/Physical Demands/Environmental Factors:

- Maintain emotional control under stress
- Work with frequent interruptions
- Regularly lift and/or move up to 25 pounds
- Frequently lift and move up to 50 pounds
- Occasionally lift and/or move up to 100 pounds
- Prolonged sitting, standing, an walking
- Use hands to handle or feel
- Reach with hands and arms above head
- Balance, stoop, kneel or crouch
- Hearing/speaking clearly and effective
- District/State wide travel
- Exposure to biological hazards
- Exposure to hot and cold weather conditions
- Working prolonged or irregular hours

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.

I hereby acknowledge that I have received a copy of my job description and understand its content.

Employee Name (print)

Employee Signature

Date