



NORTHWEST ARCTIC BOROUGH SCHOOL DISTRICT

HUMAN RESOURCES DEPARTMENT

Ambler · Buckland · Deering · Kiana · Kivalina · Kobuk · Kotzebue · Noatak · Noorvik · Selawik · Shungnak
PO Box 51 · Kotzebue, Alaska 99752 · Phone (907) 442-1800 · Fax (907) 442-2172

POSITION VACANCY ANNOUNCEMENT

TITLE: Journeyman Plumber – Maintenance, Kotzebue AK

- QUALIFICATIONS:**
1. High school graduate with post-secondary or formal apprenticeship training.
 2. Demonstrated aptitude or competence for assigned responsibilities.
 3. Appropriate State certification or licensure.
 4. Valid Alaska driver’s license.
 5. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

REPORTS TO: Director of Property Services

JOB GOAL: To help maintain the physical school plant in a condition of operating excellence so that full educational use of it may be made at all times.

PERFORMANCE RESPONSIBILITIES:

Responsibilities include but are not limited to the following:

1. Assumes primary responsibility for the safe condition of plumbing systems in facilities owned by the District, including pipe drains, fixtures, tanks, refrigeration lines, sewage lift stations, and pumps.
2. Supervises all plumbing repair work performed by District personnel.
3. Works with the Director of Property Services in estimating costs of plumbing repairs in terms of labor and materials.
4. Sketches out and does material takeoffs on small plumbing remodeling projects.
5. Recommends supplies and equipment for purchase.
6. Inspects and performs work on District-owned facilities on a regular basis for purposes of life and health safety and preventative maintenance.
7. This position will require travel to and work in village sites.
8. Performs other duties as assigned by the Director of Property Services.

LENGTH OF POSITION: 7.5 hours per day, 261 days per year

SALARY: Range 23 Step 1, \$42.61 per hour or DOE

EVALUATION: Performance of this job will be evaluated in accordance with provisions of the Board Policy.

APPLICATION PROCEDURES:

District Employees must submit to the Human Resources Department: request for transfer form, list of work experience and letter of recommendation from current supervisor.

Other Applicants must submit the following items to the human resources department: A completed application, at least three (3) current references (one from most recent employer). All references must have current telephone numbers.

**APPLICANTS ALREADY ON FILE MUST SUBMIT
A LETTER EXPRESSING INTEREST IN THE POSITION**

DATE CLOSINGOpen Until Filled

***AN AFFIRMATIVE ACTION-EQUAL OPPORTUNITY EMPLOYER
APPLICATIONS FROM MINORITIES ARE ENCOURAGED***