

East Side Union High School District

JOB TITLE: Skilled Trades Worker--Boiler/Plumbing

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

To perform skilled and semi-skilled tasks and operations involved in the maintenance, repair, alteration and/or basic construction of District buildings, equipment, and facilities. Employees in this classification receive general to limited supervision within a framework of standard policies and procedures. Employees in this classification may oversee and direct the work of others in the accomplishment of specific projects as assigned. This job class performs the more specialized and complex duties related to a specific skilled trade(s) area as assigned. This job class requires a high degree of technical knowledge and skill in one or more of the skilled trade(s) as well as the ability to perform semi-skilled general maintenance operations. Job incumbents exercise independent judgment in the selection of work methods and procedures used within a specialized area of general building maintenance work. This job class functions at a journey level of performance. Employees in this classification report to the lead maintenance worker.

SUPERVISOR: Assistant to Director of Maintenance and Operations

TYPICAL DUTIES:

Installs, repairs, and maintains general plumbing/irrigation systems and related fixtures to include water and gas pipes, fittings, gaskets, and valves

Maintains, repairs, or replaces sinks, urinals, showers, toilets, drinking fountains, faucets, and other plumbing fixtures

Installs, replaces, and repairs air, gas, water, sewer, and heating pipes, fittings, and/or lines

Cleans and clears plugged drains and sewer lines

Drains sump pumps

Installs, maintains, and repairs oil/steam fired boilers, water heaters, and pumps

Checks circuits; maintains and repairs gas fired heating equipment

Checks and maintains gas and electric appliances including ranges, dish washers, garbage disposals, warmers, washers, and dryers

Paints and seals boilers and pipe coverings

Troubleshoots boiler/plumbing problems and determines appropriate course of action to resolve problem

Performs boiler/plumbing work in conformance with building, health, and safety standards

Performs specialized skilled trades work to service specific maintenance needs of District buildings, equipment, and facilities as assigned

Performs skilled and semi-skilled functions involving boiler/plumbing, carpentry, electrical, locksmithing, machinist/metal fabrication and/or painting

Performs general preventative maintenance tasks within assigned building trade area(s)

Operates, maintains and performs minor repair of a variety of standard and specialized equipment and tools used in the performance of required duties

Lays out work; reads and interprets blueprints, plans, specifications, sketches, and designs

Assists in the estimation of time and materials needed to complete specific jobs and projects

Maintains log of work completed; records time and materials needed to complete assigned jobs

Orders parts and supplies; assures appropriate stock levels are maintained

Performs related duties as required

EMPLOYMENT STANDARDS

Possession of a valid and appropriate California Driver's License

Possession of a safe driving record

Knowledge of the methods, procedures, equipment, and tools of the building trades as it relates to assigned area(s) of expertise (e.g., carpentry, electrical, plumbing, painting, etc.)

Knowledge of the safety rules and regulations applied to the building trades

Ability to read and interpret blueprints, sketches, and diagrams

Ability to assist in the preparation of accurate time/material estimates for assigned projects

Ability to maintain accurate work logs and records

Ability to understand and carry out a variety of complex instructions in an independent manner

Ability to safely use and operate a variety of hand tools, power tools, and other equipment used for building maintenance purposes

Ability to quickly and effectively diagnose maintenance and repair problems and take appropriate action to resolve same

Ability to communicate effectively in both oral and written forms

Ability to perform mathematical calculations using addition, subtraction, multiplication, and division

Ability to work safely and effectively on ladders, scaffolding, rigging, and roofs of varying heights

Ability to meet the physical requirements necessary to safely and effectively perform the required duties

Ability to establish and maintain effective work relationships with those contacted in the performance of required duties

Creation date 10/85