

SENIOR PLUMBER

DEFINITION

Assists in managing the overall plumbing operations in a local district maintenance and operations area.

TYPICAL DUTIES

Surveys sites, plans, schedules, inspects, and certifies completion of operations performed by District and contract personnel involving the construction, maintenance, repair, and alteration of facilities.

Develops, reviews and revises work schedules.

Confers with supervisors on job requirements, plans, and schedules.

Prepares job estimates, scope of work, and sketches of work required.

Plans, coordinates, and schedules projects with District personnel, community representatives, contractors, vendors, and the public.

Prepares correspondence, reports, instructions, descriptions of tasks, and related documents.

Provides emergency responses and related services to minimize safety hazards to students, employees, and the public.

Orients work crews in the proper and safe use of tools, equipment, and materials, and implements safe work practices.

Provides work direction to craft personnel.

Identifies and evaluates equipment, supplies, techniques, and systems.

Ensures compliance with procurement procedures.

Coordinates resolution of construction project issues in accordance with District policy and applicable laws, and regulations.

Obtains contracts from private vendors and interacts with, coordinates, and inspects the work of contractors.

Performs journey-level duties as needed.

Substitutes for the supervisor during absences.

Enters work order and requisition data utilizing computer systems.

Applies provisions of collective bargaining agreements.

Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

A Senior Craft person assists a supervisor in managing the overall respective operations in District facilities.

An Area Craft Supervisor manages the overall craft operations in a local District maintenance and operations area by supervising, assigning, inspecting, and evaluating the work of assigned staff; providing technical work direction to site-based staff; and monitoring, inspecting, and reviewing work performed by contractors.

A Craft person performs the journey-level work within their specific discipline in the maintenance and operations of District facilities.

SUPERVISION

General supervision is received from a higher-level Craft supervisor or designated manager. Work direction is exercised over lower-level employees.

CLASS QUALIFICATIONS

Knowledge of:

- Principles of organization, personnel management, and progressive disciplinary procedures
- Pertinent employee health and safety laws, regulations, and District policies and procedures
- Pertinent provisions of labor contracts
- City, County, State, Federal, and other codes pertinent to plumbing work
- Practices, processes, materials, and tools used in plumbing construction, maintenance, and repair of gas, water, and sewer systems, including fire-sprinkler systems, cafeteria equipment, appliances plumbed with water or gas, irrigation systems, and swimming pools
- Energy and water conservation and pollution prevention methods, including solar water heating and back flow prevention
- Microsoft Word, Excel, and Outlook

Ability to:

- Read and interpret blueprints, plans, drawings and specifications
- Enter and retrieve information using computers
- Recognize, analyze, and deal effectively with problems and issues
- Estimate cost of materials and labor
- Communicate effectively, both orally and in writing
- Work effectively with administrators, other District personnel, and the public
- Manage and direct multiple projects simultaneously
- Promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment
- Maintain confidentiality

Special Physical Requirements:

- Ability to stand, walk, bend, crawl, climb, reach overhead, crouch, kneel, balance, push, pull, and safely lift up to 100 pounds in inspecting or assisting projects when needed
- Ability to work safely at heights including the use of ladders, scaffolds, and other related equipment
- Ability to work safely in confined spaces
- Normal sense of smell to detect natural gas, stagnant water odors, sewer/septic gas odors, and odors associated with methane gas

ENTRANCE QUALIFICATIONS

Education:

Graduation from high school or evidence of equivalent educational proficiency.

Experience:

One year of experience as a Los Angeles Unified School District Plumber.

Special:

A Los Angeles City Journey-level Plumber License.

or

A Los Angeles County Certificate of Registration as a Journey-level Plumber.

Employment is subject to medical clearance which meets pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials, including, but not limited to, asbestos and lead.

A Facilities Planner Program certificate is required by completion of the probationary period.

A valid driver's license to legally operate a motor vehicle in the State of California and use of a motor vehicle.

This class description is not a complete statement of essential functions, responsibilities or requirements. Requirements are representative of the minimum level of knowledge, skill and abilities. Management retains the discretion to add or ~~to~~ change typical duties of the position at any time.

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