

PLUMBING APPRENTICE

Purpose Statement

The job of Plumbing Apprentice was established for the purpose/s of and under the direction of a journeyman and/or master plumber, maintaining plumbing systems, identifying repair and/or replacement needs; providing necessary information on the proper uses of the equipment; and ensuring adequate materials are available to complete assignments in a timely manner.

This job reports to Supervisor - Mechanical Trades

Essential Functions

- Coordinates with supervisor and other trades for the purpose of completing projects/work orders efficiently.
- Diagnoses problems and/or failures in plumbing systems (e.g. locate and repair water leaks, broken or frozen pipes, and plugged drains, etc.) for the purpose of identifying equipment and/or systems repair and replacement needs.
- Installs various domestic water and vacuum systems (e.g. hot water, chilled water, sewer, storm water, air, gas) for the purpose of providing a comfortable, sanitary, and safe environment inside facilities.
- Maintains tools and/or equipment for the purpose of ensuring the availability of plumbing systems in safe operating condition.
- Prepares written materials (e.g. scope of work, work orders, bids, equipment inventory, etc.) for the purpose of documenting activities, providing written support and/or conveying information.
- Repairs various items, systems and/or components (e.g. toilets, sinks, vents, faucets, water softeners, garbage disposals, sewer lines, vacuum breakers, hot water heaters, sewer line blockages, urinals, etc.) for the purpose of ensuring that items are available and in safe working condition.
- Repairs various types of pipes (e.g. iron, steel, copper, clay, plastic, and cement, etc.) for the purpose of ensuring that items are functional and in safe working condition.
- Requests equipment and supplies for the purpose of maintaining inventory and ensuring availability of required items.
- Responds to emergency situations for the purpose of resolving immediate safety concerns.
- Tests for leaks in new and repaired systems with compressed air and/or water for the purpose of ensuring that items are functional and in safe working condition.
- Transports various items (e.g. tools, equipment, supplies, etc.) for the purpose of ensuring the availability of materials required at job site.

Other Functions

- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

Job Requirements: Minimum Qualifications

Skills, Knowledge and Abilities

SKILLS are required to perform multiple, technical tasks with a need to periodically upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: operating equipment used in the maintenance and repair of plumbing fixtures and systems; adhering to safety practices; and planning and managing projects.

KNOWLEDGE is required to perform algebra and/or geometry; read technical information, compose a variety of documents, and/or facilitate group discussions; and solve practical problems. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: safety practices and procedures; methods, techniques, materials, tools used in installation, troubleshooting, maintenance, diagnosis and repair of plumbing systems/sub systems; troubleshooting/maintaining plumbing systems; pertinent codes, policies, regulations and/or laws; and blueprints and schematics.

ABILITY is required to schedule activities and/or meetings; gather and/or collate data; and consider a variety of factors when using equipment. Flexibility is required to work with others; work with data utilizing defined and similar processes; and operate equipment using a variety of processes. Ability is also required to work with a diversity of individuals; work with similar types of data; and utilize a variety of job-related equipment. Some problem solving may be required to identify issues and select action plans. Problem solving with data may require independent interpretation; and problem solving with equipment is moderate. Specific ability-based competencies required to satisfactorily perform the functions of the job include: displaying mechanical aptitude; and communicating with diverse groups.

Responsibility

Responsibilities include: working under limited supervision following standardized practices and/or methods; providing information and/or advising others; and operating within a defined budget. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to impact the organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; significant climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 15% sitting, 55% walking, and 30% standing. The job is performed under temperature extremes and under conditions with exposure to risk of injury and/or illness.

Experience Job related experience within specialized field is required.

Education High School diploma or equivalent.

Equivalency None Specified

Required Testing

None Specified

Certificates & Licenses

Apprentice City/County Plumbing License or ability to obtain
Valid Driver's License & Evidence of Insurability

Continuing Educ. / Training

None Specified

Clearances

Criminal Justice Fingerprint/Background Clearance
MVR (Motor Vehicle Record) Clearance

FLSA Status

Non Exempt

Approval Date

11/8/2010

Salary Grade

Classified 57

I HAVE READ AND UNDERSTAND THE SCOPE OF THE JOB AND HOLD THE MINIMUM REQUIREMENTS:

Employee Name (Please Print): _____

Employee Signature: _____ Date: _____