

SCHOOL DISTRICT OF SARASOTA COUNTY**JOB DESCRIPTION****PLUMBER****SALARY SCHEDULE: SSP-11****COST CENTER: FACILITIES SERVICES DEPARTMENT (9029)****QUALIFICATIONS:**

- (1) High School Diploma or equivalent.
- (2) Satisfactory completion of an apprenticeship program; or,
- (3) Minimum of four (4) years successful plumbing maintenance experience.
- (4) Must pass a written test and a hands-on test administered by Facilities Services Department, scoring no less than a numerical grade of 80 on each (persons not passing the written or hands-on test will not be interviewed).
- (5) Possess all necessary hand tools.
- (6) Possess a valid State of Florida Driver's License.

KNOWLEDGE, SKILLS AND ABILITIES:

Ability to work from blueprints and materials lists. Ability to use all trade associated tools and equipment. Ability to analyze problems and repair in a safe and timely manner. Knowledge of federal, state, local and Department of Education (DOE) codes and regulations. Ability to organize and prioritize assignments. Ability to communicate effectively both orally and in writing.

REPORTS TO:

Trade Manager, Facilities Services

JOB GOAL

To maintain the plumbing system of the District in a safe and cost-effective manner.

SUPERVISES:

N/A

PERFORMANCE RESPONSIBILITIES:

- * (1) Install, repair, adjust and maintain all plumbing equipment owned and/or operated by the District.
- * (2) Diagnose plumbing problems and repair in a safe, efficient and timely manner.
- * (3) Evaluate job assignments and identify and secure materials and supplies needed.
- * (4) Develop and maintain accurate data relative to department inventory needs.
- * (5) Instruct users in the proper application, care and use of plumbing equipment.
- * (6) Assist other trades with plumbing activities and maintenance as required.
- * (7) Demonstrate initiative in the performance of assigned responsibilities.
- * (8) Provide for a safe and secure workplace.
- * (9) Model and maintain high ethical standards.
- * (10) Follow attendance, punctuality and proper dress rules.
- * (11) Maintain confidentiality regarding school matters.
- * (12) Maintain positive relationships with staff and vendors.
- * (13) Participate in workshops and training sessions as required.
- * (14) Communicate effectively with staff, students and parents.
- * (15) Keep supervisor informed of potential problems or unusual events.
- * (16) Respond to inquiries and concerns in a timely manner.
- * (17) Prepare all required reports and maintain all appropriate records.
- * (18) Follow all School Board policies, rules and regulations.

PLUMBER (Continued)

- *(19) Exhibit interpersonal skills to work as an effective team member.
- *(20) Demonstrate support for the School District and its goals and priorities.
- *(21) Sustained focus and attention to detail for extended periods of time.
- (22) Perform other incidental tasks consistent with the goals and objectives of this position.
- *(23) Every Sarasota County Schools employee has emergency response responsibilities, though not every position will require routine assignments during an emergency event. All employees are subject to be on call around the clock for emergency response operations, which may require irregular work hours, work at locations other than the normal work location, and may include duties other than those specified in the employee's official job description. Assignments in support of emergency operations may be extensive in nature, with little advance notice, and may require employees to relocate to emergency sites with physically and operationally challenging conditions.

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan.
Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.

Job Description Supplement No. 01

*Essential Performance Responsibilities