

**Job Title:** JOURNEYMAN PLUMBER  
**Reports to:** Maintenance Coordinator  
**Dept./School:** Maintenance  
**Wage/Hour Status:** Non-exempt  
**Date Revised:** April 17, 2023

### **Primary Purpose**

Under general supervision, maintain the flow and drainage of water, air, and other gases by assembling, installing, and repairing pipes, fittings, and plumbing fixtures district wide. Maintain and provide for the safe condition and operation of all plumbing systems in district facilities.

## **QUALIFICATIONS**

### **Education/Certification**

Valid Texas driver's license  
Texas Journeyman Plumber license, preferred

### **Special Knowledge/Skills**

Knowledge of plumbing repairs, maintenance, and installation techniques  
Knowledge of plumbing codes  
Ability to read and interpret blueprints, diagrams, schematics, and written reference material  
Ability to perform mathematical calculations  
Ability to diagnose and resolve problems  
Ability to use hand and power tools

### **Experience**

Three to five years experience in plumbing field, preferred

## **MAJOR RESPONSIBILITIES AND DUTIES**

### **Maintenance and Repair**

1. Assemble, install, maintain, and pressure test all pipes, fittings, and fixtures of heating, water, drainage, sprinkler, and gas systems according to specifications and plumbing codes.
2. Determine sources of plumbing malfunctions and complete repairs as indicated or according to work orders.
3. Install and repair pipes, fittings, valves, fixtures, and plumbing system equipment, including sinks, commodes, water heaters, water softeners, etc.
4. Repair dishwashers and kitchen equipment that incorporate gas or water consumption.
5. Receive and complete work orders as required by Maintenance Department Policies and Procedures.
6. Select material and hardware and make time and materials estimates.
7. Maintain accurate records on material and labor used as required by Maintenance Department Policies and Procedures.
8. Maintain inventory of district-owned tools, equipment, and materials.
9. Inspect jobs upon completion and ensure areas are clean.
10. Work with building principals and supervisors to complete projects.

- 11. Detect needed repairs on buildings, grounds, and equipment following established inspection procedures.
- 12. Respond to emergency calls as needed.

**Driving**

- 13. Operate light truck to transport furniture and equipment throughout district.

**Safety**

- 14. Operate tools and equipment according to established safety procedures.
- 15. Perform preventive maintenance on tools and equipment.
- 16. Ensure that vehicles, equipment, and tools are in safe operating condition.
- 17. Follow established safety procedures and techniques to perform job duties, including lifting, climbing, etc.
- 18. Handle and dispose of paint, stain, varnish, and other chemicals according to established procedures.
- 19. Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.

**Other**

- 20. Follow and abide by School Board and Maintenance Department policies and procedures.
- 21. Perform other duties as assigned by supervisor.
- 22. Maintain confidentiality of information.

**Supervisory Responsibilities**

None.

**EQUIPMENT USED**

Hand and power tools; pipe bender; propane torch; welding equipment; sewer roofer; heavy equipment, including forklift, trencher, backhoe. Light truck or van.

**WORKING CONDITIONS**

**Mental Demands/Physical Demands/Environmental Factors**

Continual walking, standing, climbing, stooping, bending, kneeling, reaching, and heavy lifting and carrying. Work in tiring and uncomfortable positions, around gas lines, around fumes and toxic chemicals, outside and inside. Exposure to extreme temperatures. Frequent district wide travel.

\*\*\*\*\*

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_