



Job Title: LEAD Master Plumber
Department: Physical Facilities & Maintenance
Reports To: Maintenance Director II
FLSA Status: Non Exempt
Salary Schedule: MN Lane 09

SUMMARY

Under the direction of the Maintenance Director, the Lead Master Plumber performs and manages a variety of plumbing issues and oversees the Journeyman Plumber personnel. The Lead Plumber is also responsible for assembling, installing, troubleshooting, and repairing pipes, fittings, and fixtures of heating, water, and drainage systems. The Lead will conduct team meetings as needed to address work orders and other related issues. The Lead will communicate and coordinate with the Maintenance Department Administrators concerning future and present needs pertaining to all WCSD buildings.

ESSENTIAL DUTIES AND RESPONSIBILITIES *may include the following. Regular, reliable attendance and timeliness is an essential job function to perform the essential duties and responsibilities of the position. While this job description attempts to outline all essential duties of the position, the description is not a contract and the job functions are subject to change at the organization's discretion. Other duties may be assigned.*

Manages submitted work orders. Prioritizes, schedules, and assigns work to Plumber personnel.

Coordinates and facilitates team meetings as needed to address work orders and other related issues.

Studies building plans and working drawings to determine work aids required and sequence of installations.

Cuts openings in walls and floors to accommodate pipe and pipe fittings.

Cuts and threads pipe.

Assembles and installs valves, pipe fittings, and all types of pipes.

Joins pipes by use of screws, bolts, fittings, solder, plastic solvent.

Installs and repairs plumbing fixtures such as sinks, commodes, showers, water heaters, hot water tanks, garbage disposal units, dishwashers.

Repairs and maintains plumbing by replacing washers in leaky faucets, mending burst pipes, and opening clogged drains.

Utilizes knowledge of applicable boiler, backflow, and plumbing codes.

Estimates job costs.

Assists other craftsmen in completing assignments.

Performs jobs from start to finish, including planning, purchasing, supervising, and bidding.
Operates a backhoe and other equipment.

Participant in the WCSD Maintenance On-Call Program as needed.

Communicates and coordinates with the Maintenance Department Administrators concerning future and present needs pertaining to all WCSD buildings.

Communicates and coordinates work with other maintenance personnel as necessary.

SUPERVISORY RESPONSIBILITIES

This job has supervisory responsibilities over the Plumber team.

KNOWLEDGE, SKILLS, ABILITIES, AND QUALIFICATIONS *To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must demonstrate an acceptable level of maturity, good judgment, and emotional stability.*

Must possess knowledge of the terminology, tools, materials, and practices of the plumbing trade.

Must have an independent work ethic, exercise good judgment, have the ability to maintain positive public relations, and be persuasive.

Ability to read, write, and communicate effectively in English at a level required for successful job performance. Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of employees of the school district.

Ability to work with applicable mathematical concepts. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to perform mathematical operations using units of American money.

Ability to apply common sense understanding to carry out essential duties of this position. Ability to carry out instructions furnished in written, oral, or diagram form. Ability to troubleshoot and solve problems involving concrete variables situations. Ability to define problems, collect data, establish facts, and draw valid conclusions.

EDUCATION and/or EXPERIENCE

Must meet the training and instruction requirements outlined in Utah Administrative Rule R156-55c (Plumber Licensing Act Rule) to qualify for a Utah Division of Occupational and Professional License (DOPL) as a Master Plumber.

Must have experience managing projects and personnel.

CERTIFICATES, LICENSES, REGISTRATIONS

Must hold and maintain an active Utah DOPL Master Plumber. Must be backflow certified with the State of Utah.

Must have and maintain an active Utah Driver’s License. Must complete Utah Risk Management Defensive Driver training every two years. (Utah Code R31-1)

PHYSICAL DEMANDS *The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to sit and talk or hear. The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT *The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

While performing the duties of this job, the employee is regularly exposed to outside weather conditions and extreme heat throughout the workday. Workday may entail up to ten hours. The employee is frequently exposed to moving mechanical parts, darkness, cold, risk of electrical shock or burns from hot equipment, and mechanical vibration. The employee is occasionally exposed to high, precarious places; fumes or airborne particles; and toxic or caustic chemicals. The noise level in the work environment is usually moderate.

Prepared By: Maintenance Director		Date: 08/28/2023
Approved By: Assistant Director, Human Resources		Date: 11/16/2023
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EMPLOYEE ACKNOWLEDGEMENT OF RECEIPT:

By signing below, I acknowledge that I have received a district approved position description for my current position. I understand it is my responsibility to review the position description and direct any questions regarding the position description to my department supervisor or the Human Resources Department.

Print Name:	Date:
Employee Signature:	