

**KERRVILLE INDEPENDENT SCHOOL DISTRICT
JOB DESCRIPTION**

TITLE: MAINTENANCE MASTER PLUMBER

Wage/Hour Status: Nonexempt

Revised: 11-12-12

QUALIFICATIONS:

- Texas master plumber license
- 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
- Five years experience in plumbing field
- Such alternatives to the above qualifications as administrators may find appropriate and acceptable

REPORTS TO:

- Director of Maintenance

JOB GOAL:

- To 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.

PERFORMANCE RESPONSIBILITIES:

- 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.
- Determine sources of plumbing malfunctions and complete repairs as indicated or according to work orders.
- Install and repair pipes, fittings, valves, fixtures, and plumbing system equipment, including sinks, commodes, water heaters, water softeners, etc.
- Repair dishwashers and kitchen equipment that incorporate gas or water consumption.
- Receive and complete work orders.
- Select material and hardware and make time and materials estimates.
- Maintain accurate records on material and labor used.

- Maintain inventory of district-owned tools, equipment, and materials.
- Inspect jobs upon completion and ensure areas are clean.
- Work with building principals and supervisors to complete projects.
- Detect needed repairs on buildings, grounds, and equipment following established inspection procedures.
- Respond to emergency calls as needed.
- Perform preventive maintenance on tools and equipment.
- Operate tools and equipment according to established safety procedures.
- Ensure that equipment is in safe operating condition.
- Follow established safety procedures and techniques to perform job duties including lifting, climbing, etc.
- Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately.
- Displays tolerance necessary for accepting supervision for and criticism of duty performance.
- Supports administrative and board policy in a consistent manner.
- Represents the school system to the community in a positive, professional way.
- Maintains a sincere, friendly attitude toward patrons and pupils of the district to insure communication.
- Some heavy lifting may be required.
- Performs all other duties as assigned.

Mental Demands / Physical Demands / Environmental Factors:

Continual walking, standing, climbing, stooping, bending, kneeling and reaching, 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.

TERMS OF EMPLOYMENT:

Work year established by the Board; salary according to current schedule.

EVALUATION:

Performance of this job will be evaluated annually in accordance with provisions of the District Policy Manual.