 **State College Area School District**

**131 West Nittany Avenue**

**State College, PA 16801**

**JOB DESCRIPTION**

**Job Title:** Building Maintenance – Plumbing Specialist **Effective Date:** August 2013

**Reports to:** Building Maintenance Supervisor **Department:** Physical Plant

**Job Summary:** Provide students and other building occupants with a safe, attractive, comfortable, clean and efficient educational environment.

**Qualifications:**

**\*Education:** Must have a high school diploma or GED.

Must have a valid driver’s license.

**\*Experience:**  Five (5) years experience in plumbing and/or heating related employment,

technical school degree or reasonable combination.

Possess or have ability to earn EPA 608, universal technician’s certification

within 180 days.

**\*Skills:** General understanding of blueprints and schematics.

Ability to enter and retrieve information from a computer.

Ability to communicate effectively, both verbal and in writing, with a wide variety of individuals and groups.

Ability to work without direct supervision.

Knowledge of locally accepted building and plumbing codes.

**Essential Duties and Responsibilities:**

1. Troubleshoot, diagnose, service, install and repair mechanical and plumbing related problems on systems including, but not limited to:
   1. Commercial kitchen equipment
   2. Air conditioners and air conditioning systems
   3. Boilers
   4. Pumps and circulators
   5. Gas and oil burners and their control systems
   6. Plumbing fixtures
   7. Water delivery and sewerage systems
   8. Water softeners
   9. Air compressors
   10. Pool equipment
   11. Unit ventilators
   12. Bathroom partitions
   13. Sanitary and storm sewers
   14. Direct digital and pneumatic control systems.
2. Carry out preventative maintenance activities on aforementioned systems.
3. Complete installations of plumbing, fixtures, and other related equipment.
4. Upon approval, quote, procure and inventory items necessary to complete assigned tasks.
5. Record keeping associated with assigned tasks.
6. Perform welding and cutting.

**Essential Periodic Duties and Responsibilities:**

1. Snow removal.
2. Assist other maintenance staff, including but not limited to carpentry, electrical and refrigeration, with the completion of their duties as assigned by the Building Maintenance Supervisor.
3. Respond to emergency related requests during and after regular work hours.
4. When necessary, complete certain assigned duties in other shops as determined by training level and assignment by the Building Maintenance Supervisor.
5. Change over and start up of seasonal equipment.

Note: These requirements 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.

**Ancillary Duties:**

1. Any other duties as assigned by the Shop Supervisor or Director, Physical Plant

**Physical Demands:**

Medium Work – Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.

Check the essential physical requirements of the job:

x Visual acuity (color, depth perception and field of vision)

x Seeing x Hearing x Talking

x Climbing x Balancing x Stooping

x Kneeling x Crouching x Reaching

x Standing x Walking x Pushing

x Pulling x Fingering x Grasping

x Tactile sense x Repetitive motions

Lifting: 50 lbs. 75 lbs. 100 lbs.

Floor to Waist: x

Waist to Shoulder x

Overhead x

Carry 20 feet x

**Work Environment:**

Subject to inside and outside environmental conditions

Must be able to work in extreme cold (32 degrees or less) and extreme heat (90

degrees or more)

Subject to physical hazards, including conditions that may affect the respiratory

system and/or skin

During emergency situations (snow, flood, etc.), all physical plant employees will be considered essential employees.

**Temperament:**

Must be able to work in an environment with frequent interruptions

Able to receive oral communication and convey details or important instructions to other workers accurately, loudly, or quickly

**Cognitive Ability:**

Ability to follow written and verbal directions

Ability to read and write

Ability to communicate effectively

Ability to organize tasks

Ability to handle multiple tasks

Ability to exercise good judgment

**Specific Skills:** Must be able to operate the following pieces of equipment:

1. Various hand tools.
2. Pumps.
3. Oxygen and acetylene tanks and related heating and cutting torches.
4. Truck and snow plow.
5. Pipe threaders.
6. Electric welding equipment.
7. Power sewer cleaning equipment.

**I have read and understand the job description for this position. I am able to perform the functions of the position (without accommodation or with reasonable accommodation).**

**(Signature) (Date)**