MIDDLETOWN BOARD OF EDUCATION

JOB DESCRIPTION

Position/Title: **Plumber**

Division/Department: Maintenance

Employment Status: Full Time

Status: Support Staff

Qualifications:

1. Valid driver's license
2. Must have a home phone or cell phone (preferred)
3. High school diploma or equivalent preferred
4. Civil Service exam required
5 Knowledge of the different trades a plus
6. Plumber license preferred
7. Demonstrates knowledge regarding the trade of plumbing
8. A good mechanical ability, good knowledge of common hand tools and skill in the use of them
9. Good health, high moral character, and good attendance record
10. Must be able to lift 50 pounds
11. Have a belief in education and a concern for children

General Description: Performs plumbing duties which relate to the school buildings, facilities and equipment. Performs tasks as requested for the general requirements and benefit of the school district.

Essential Functions:

This position reports to Supervisor of Building and Grounds

1. Responsibly performs duties as directed by the Supervisor of Building and Grounds for the care, condition, repair, or replacement of plumbing equipment, fixtures, and systems.
2. Assists other maintenance personnel on an as needed basis.
3. Recommends purchase of necessary parts for repairs to supervisor.
4. Makes repairs to equipment and buildings and installs new equipment as needed.
5. Conducts periodical inspections of the buildings to determine areas of needed repair.
6. Assists in the promotion of good safety practices and procedures.
7. Establishes inventory procedures for supplies, materials, and equipment.
8. Assists in development and operation of maintenance records.

9. Serves as a source of information pertaining to buildings and grounds.

10. Completes paper work as required by the Supervisor of Building and Grounds and the district administration.

11. Keeps informed of new maintenance techniques and operations.

12. Climbs scaffolding and sets up.

13. Checks oil and other fluids in their vehicle on a daily basis.

14. Attends all required in-service training and safety meetings.

15. Adheres to all state and federal regulations pertaining to work site.

16. Performs all other duties assigned or requested.

Other Duties and Responsibilities:

1. Serves as a role model for students in how to conduct themselves as citizens and as responsible, intelligent human beings;

2. Helps instill in students the belief in and practice of ethical principles and democratic values; and

3. Conducts other duties related to the employee's duties as assigned by the Supervisor of Building and Grounds and director.

ADDITIONAL WORKING CONDITIONS:

1. **Occasional exposure to blood, bodily fluids, and tissue.**

2. **Occasional operation of a vehicle under inclement weather conditions.**

3. **Occasional interaction among unruly children.**

Revised – 1/22/2020