

The Maryland-National Capital Park and Planning Commission

TITLE: Plumber III GRADE: 20 DATE: 5/30/2019
SERIES: Building Trades CODE: 2455 EEO: Skilled Craft FLSA: Non-Exempt

Class Definition:

Under direction, leads, coordinates and monitors the work of other Plumbers. Additionally, may direct, lead, coordinate and monitor the work of Trades Apprentices and Park/General Maintenance Workers who support skilled trades workers to perform the full range of skilled plumbing and gas fitting work of the highest complexity and variety. Responsibilities involve leading work efforts to construct, install, modify, fabricate and repair plumbing and gas fitting systems in Commission buildings, structures and property. Applies extensive knowledge of standard plumbing practices and methods, Washington Suburban Sanitary Commission (WSSC) plumbing/gas fitting codes and National Fuel codes and building, and fire codes. Performs various types of analyses and makes the full range of calculations. Interacts with people inside and outside the organization to exchange information, coordinate, instruct, guide, advise and obtain agreement or compliance or achieve other desired actions. Performs other duties, as assigned.

Work is assigned in terms of functions, priorities, requirements of specific assignments, known or suspected problems. The incumbent independently plans and carries out the work in conformance with these parameters, established policies, procedures and accepted practices of the field of work, and resolves commonly encountered problems by selecting and applying, or adapting and adjusting, the applicable guides. The incumbent is to keep the supervisor informed and to seek assistance only for highly complex or sensitive matters. Work is expected to meet objectives highly effectively – the incumbent is held responsible for results; work is evaluated in terms of quality, quantity, timeliness, teamwork, customer service and such other factors as use of skill and ingenuity in overcoming technical and non-technical problems.

Examples of Important Duties:

1. Plans crew projects; receives work orders for plumbing projects. Works with supervisors, project managers and surveyors to review and interpret blueprints, mechanical drawings and specifications to plan and lay out work assignments; maintains safe and secure work sites.
2. Plans, assigns and checks work of other Plumbers, Trades Apprentices and Park/General Maintenance Workers who support skilled trades workers; coordinates activities with other trade crews and contractors. Inspects all work and keeps projects on schedule; provides training and technical assistance on assignments.
3. Performs plumbing/gas fitting work involving installation, maintenance, repair, replacement or modification of plumbing systems and natural gas and propane piping systems in compliance with Washington Suburban Sanitary Commission (WSSC) codes and national fuel codes including piping, valves, pressure reducing valves, cutoff valves, venting, fixtures and appurtenances using all types of tools and equipment associated with the plumbing trade. Constructs unique and complex installations.

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4. Performs as primary evaluator and provides guidance for assigned personnel; assists Trade Shop Supervisors with performance evaluations, personnel forms and documents as prescribed by regulations and enforce Commission rules, regulations, and policies. Manages shop projects in absence of Trade Shop Supervisor.
5. Prepares and reviews informal bid proposals; prepares material requisitions and estimates of tools, equipment, supplies, and materials required to complete assignments. Evaluates options brought forward by other plumbers to determine appropriate course of action and prepare estimates.
6. Coordinates preventive maintenance and inspects Commission buildings, structures and property for damage and necessary repairs to detect problems or code violations and ensure compliance with appropriate codes.
7. Completes required administrative paperwork and recordkeeping; maintains electronic work records information system; maintains crew and project schedules and records of materials used, tasks completed, accidents and injuries.
8. Assigns and maintains inventory of power equipment, tools, safety equipment, and vehicles assigned to crew. Obtains quotes, makes purchases and checks invoices to ensure materials are received and delivered.
9. Drives and operates fleet vehicles and equipment, materials or parts; uses a variety of equipment to move materials. Uses a variety of hand and power tools.
10. Utilizes personal protection equipment such as respirator, foot and eye protection while performing duties; identifies and corrects safety hazards. Performs critical Americans with Disabilities Act (ADA) compliance work to remove barriers; provides instruction on proper use and safety measures. Follows confined space procedures.
11. Attends training to increase knowledge, awareness and safety.
12. Complies with Commission's practices regarding recycling and disposal.

Important Worker Characteristics:

- A. Extensive knowledge of: (1) standard plumbing practices and methods; (2) Washington Suburban Sanitary Commission (WSSC) plumbing/gas fitting codes and National Fuel codes; (3) Maryland Occupational Safety and Health (MOSH) and Occupational Safety and Health Administration (OSHA), building, and fire codes; (4) Commission policies and procedures*; (5) confined space procedures; and (6) hazardous materials.

**Typically acquired or fully developed primarily after employment in this job class.*

- B. Skill in operation of: (1) plumbing hand and power tools; (2) light construction equipment (e.g.

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skid loader, forklift); (3) motor vehicles; and (4) office equipment including personal computer and applicable software.

- C. Ability to: (1) calculate fractions, decimals, and percentages; (2) complete work orders and other work-related paperwork; (3) estimate time and materials; (4) lead skilled plumbing work with minimum supervision; and (5) obtain cardiopulmonary resuscitation (CPR) and first aid certifications.
- D. Skill in problem solving to select, organize and logically process relevant information (verbal, numerical or abstract) to solve a problem. Examples include understanding and applying principles to solve practical and unusual problems; coordinating activities with other trade crews and contractors and inspecting all work and keeping projects on schedule.
- E. Skill in communication to understand verbal and written information (including facts, descriptions and ideas) and to express such information verbally so that others will understand. Examples include reading and understanding manuals, blueprints, sketches, and drawings.
- F. Interpersonal skills to interact effectively with business contacts in a businesslike, customer service-oriented manner; this includes skill in establishing and maintaining effective working relationships and working as a member of a team.

Minimum Qualifications (MQs):

- 1. High School diploma or Certificate of General Educational Development (GED).
- 2. Completion of an approved apprentice program or four (4) years of progressively responsible experience.
- 3. Four (4) years of experience at the journey level, including two (2) years of experience directing the activities of other skilled plumbers.
- 4. An equivalent combination of education and experience may be substituted, which together total eight (8) years.
- 5. Master Plumber License and Gas Fitter Certification issued by appropriate local jurisdiction.
- 6. Valid driver's license in accordance with both State and Commission rules and regulations. Driver's license must be unencumbered by restrictions, revocations, suspensions, or points that could limit the employee's ability to drive Commission vehicles or perform driving duties required by the position of assignment.
- 7. Depending on area of assignment, a valid Commercial Driver's License (CDL) with appropriate endorsements may be required.

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8. Pass Commission medical examination.

Working Conditions:

Occasionally performs work indoors and outdoors; exposure to varied weather conditions, confined spaces, heights, raw sewage, sewage odors, chemical odors and hazardous materials. Must be available to work during emergencies. Positions in this class occasionally remains in a stationary position, move about inside the office and outside, operate vehicles, tools and equipment, ascend and descend ladders and stairs, position self to complete manual work, pull and use fingers to perform plumbing work, be able to view directions and numbers on equipment, move equipment, tools and objects weighing up to 75 pounds.

Examples of Plumber Work:

- Restores and repairs various systems such as unplugging sewer lines and traps, correcting leaks, overhauling and patching valves and the draining and winterization of systems and equipment.
- Connects and assembles fixtures, parts and equipment such as deep well pumps, hot water heaters, pumps, chemical feeders, instruments (pressure flow and control), automatic valves and backflow prevention devices.
- Leads, coordinates and monitors workers who perform skilled plumbing work.