



DALLAS COUNTY JOB DESCRIPTION

Job Title:	Lead Plumber	Job Code:	801523	Job Grade:	AM
Reports To:	Maintenance Supervisor	Pos. No:	Various	FLSA Code:	N
Department:	Facilities Management	Loc. Code:	3011074	SIC Code:	1711
				WC Code:	8810
Division:		CS Code:	A, B, C or D	EEO Code:	G15

Summary of Functions: Acts as a lead to plumbers and other personnel, providing training, technical expertise and assistance in performing journey-level maintenance, installation and repair of plumbing systems and fixtures; addresses health/safety concerns; and ensures that all work adheres to code and compliance standards. Assumes duties as supervisor as needed.

Management Scope: N/A

Duties and Responsibilities: <u>Must be demonstrated within 6 months.</u>	% of Time	Essential Non-essential
1. Instructs and participates with work crew in performing a variety of plumbing tasks, including repairing and replacing pipes and fixtures, unclogging drains, adjusting and replacing parts in waters systems and related fixtures, and performs preventive maintenance as required.	40	E
2. Installs and makes additions to plumbing systems and fixtures, recommends revisions to work plans, and follows blue prints and construction plans of water and sewage systems.	20	E
3. Assists other trades with tasks including installing, maintaining or repairing equipment such as air conditioning units, motors, disposals brick and cement walls and floors. <u>Assists with lawn sprinkler repair.</u>	15	E
4. Trains, instructs and assists plumbers and other personnel.	15	E
5. Ensures adequate plumbing supplies are ordered and available.	05	E
6. Performs other duties as assigned.	<u>05</u>	N

Minimum Qualifications:

Education, Experience and Training:

Graduation from an accredited high school/GED Program. Three (3) years of work related experience (Per Facilities Hiring/Promotion Matrix). Journey license preferred.

Special Note: One (1) year of work related experience can be substituted for one (1) year of formal training or any combination of the two.

Special Requirements/Knowledge, Skills & Abilities:

Must pass a security clearance check. Must possess a valid Texas Drivers License and good driving record. Will be required to provide a copy of 10-year driving history. Must maintain a good driving record and remain in compliance with Article II, Subdivision II of Chapter 90 of the Dallas County Code.

Physical/Environmental Requirements:

Requires the ability to climb ladders and lift weights in excess of 30 lbs., unassisted. Ability to withstand prolonged sitting, standing, bending, squatting, twisting, kneeling, stretching, lifting and climbing ladders. Must be able to work in varying conditions, surroundings and weather conditions. May be subject to changes in shift schedules and work locations.

Hay Points/Point Factor:

COL2=150, E3=30, VM2B=15, PD2A=10, WH1C=20, WE2C=20, IC2A=15, DL3=20, PS2=15, RE1B=10, SF2A=15, TTL: 320

Supervisor Signature _____

Date _____

Reviewed by Human Resources/Civil Service on

Date 10/2003; 03/2006;
08/2007; 8/2015;
9/19/2016

Approved by Civil Service Commission on

Date November 17, 2003,
September 6, 2007;
8/11/2015; 9/19/2016

This job description shows typical requirements of a position within this classification. This description is not intended to be all-inclusive. Individual positions may vary slightly in functions, job dimensions and requirements. Any percentage of time included on each function is only an estimate and may change depending on the specific departmental tasks. Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the Essential Functions of the job with reasonable accommodation.