

# IOWA STATE FAIR AUTHORITY JOB DESCRIPTION

**POSITION: PLUMBER I**

**TYPE OF POSITION: FULL TIME**

**HOURS OF WORK: HOURS VARY**

**NAME OF IMMEDIATE SUPERVISOR: FRANK ROBEY**

**WORK DUTIES: TIME %**

- 50 % Installs new plumbing consistent with the trade so that service is improved and routine maintenance can be performed.
- Water lines will be installed below frost for protection or installed with drain back capabilities.
  - Sanitary and storm sewer shall be installed consistent with a journeyman's level of experience.
  - In all cases finish work will conform to specs of sketches, plans or blueprints.
- 15 % Performs annual plumbing maintenance so that the plumbing is protected in the off season.
- Below ground and above ground unprotected waterlines are drained in the fall and turned on in the spring.
  - Heaters and boilers are drained in the fall and filled and fired in the spring.
  - Plumbing fixtures are drained for protection in the fall.
- 15 % Inspects existing plumbing periodically so that future interruptions may be eliminated or kept to a minimum.
- All potential problems should be noted and documented.
  - Recommendations for improved service noted and documented.
- 10 % Repairs existing plumbing in a timely manner so that lack of service is kept to a minimum.
- Repairs are made of a permanent nature.
  - No instances of open ditches without safety barricades.
  - Temporary services installed during long term repairs.
- 03 % Maintains accurate records and maps so that all systems can be located in a timely manner also insuring that the plumbing department operates within its budget.

- Maps are updated after new installations or if repairs alter the original maps.
- Materials are ordered prior to start of projects.
- Sketches, drawings, and blueprints are scrutinized.
- Accurate time logs will be kept.

03 % Repairs existing mechanical systems in a timely manner so that interrupted service is kept to a minimum.

- Damaged flue pipe is replaced.
- Leaking or worn controls are replaced.
- Burned out or rusted parts are replaced.

02% Install new mechanical systems consistent with the trade so that an efficient plant is maintained.

- All vents shall duct to the outside.
- Gas lines shall have no detectable leaks.
- Water lines shall have no visible leaks.

02 % Maintains shop, truck, and tools of the trade so that all work can be completed in a timely manner.

- Uses clean-up time to organize and inventory shop.
- Keeps maintenance log on vehicle current eliminating down time.
- Lost or damaged tools are reported immediately.
- Keeps a well-stocked inventory for maintenance repairs.

## **EDUCATION/TRAINING**

Education equal to three years of full-time work in skilled Plumbing, or The successful completion of three years in an approved Plumbing Apprenticeship program.

**ESSENTIAL FUNCTIONS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Ability to read, have a valid driver's license, operate hand power tools such as saws, drill etc. routinely handle a 50 lb. load, work outdoors and wear a respirator. While performing the duties of this job, the employee is regularly required to stand, walk and sit, use their hands to finger, handle, and maneuver or feel objects, tools or controls. They must reach with their hands and arms: climb or balance themselves; stoop, kneel, crouch, or crawl; be able to talk and to hear. Vision requirements are that the employee must see well, either naturally or with correction, and must have good peripheral vision. The employee must be able to hear well either naturally or with correction.

The job also requires these essential functions:

- Displays high standards of ethical conduct. Exhibits honest and integrity. Refrains from theft-related, dishonest or unethical behavior.
- Displays a high level of initiative, effort and commitment towards completing assignments efficiently. Works with minimal supervision. Demonstrates responsible behavior and attention to detail.
- Responds appropriately to supervision and provides supervision when called. Makes an effort to follow policy and cooperate with supervisors.
- Encourages and facilitates cooperation, pride, trust, and group identity.

**THE WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The employee frequently works near machinery. The employee is frequently exposed to wet, hot, cold and/or humid conditions and rough terrain. The employee will frequently be working outside or in an unheated building. The noise level in the working environment may be very loud.