Plumber Lead

Rev Oct 2026

Reports to: Maintenance Supervisor

Dept./Campus: Maintenance

Status: Non-Exempt

Paygrade: 510

Term: 239 Days

PRIMARY PURPOSE:

Serve as lead plumber responsible for diagnosing, servicing, repairing, and performing preventative maintenance on all plumbing systems serving district facilities. Arrange for and monitor private contractor(s) personnel in performing maintenance and repair work on plumbing systems as needed. Review designs on new systems as required to ensure they are consistent with the district's standards are maintainable.

MAJOR RESPONSIBILITIES AND DUTIES

- **Maintenance and Repair**
  - Serve as lead plumber in the maintenance and mechanical repair of all plumbing systems.
  - Provide supervision, direction, and review work of plumbing maintenance technicians, both in-house and contractors; ensure employees follow safety procedures and guidelines.
  - Inspect plumbing jobs upon completion to ensure their continued operation; ensure all areas are clean.
  - Perform diagnostic and troubleshooting inspections and repairs.
  - Work with building principals and supervisors to complete projects.
  - Respond to emergency calls as needed.
- **Safety**
  - Perform operational and safety checks on all equipment and controls prior to their use.
  - Maintain inventory of district-owned tools, equipment, and materials. Perform preventative maintenance on tools and equipment and ensure that equipment is in safe operating condition.
  - Maintain mechanical rooms; ensure they are in a clean and safe condition.
  - Follow established safety procedures and techniques to perform job duties including lifting and climbing. Operate tools and equipment according to established safety procedures.
  - Correct unsafe conditions in work area and promptly report any conditions that are not immediately correctable to supervisor.
  - Follow district safety protocols and emergency procedures.

SUPERVISORY RESPONSIBILITIES

- Supervise assigned employees.

The above statements are not an exhaustive list of responsibilities, duties, and skills that may be required.
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Family Educational Rights and Privacy Act (FERPA) for student information
and the *Health Insurance Portability and Accountability Act of 1996 (HIPAA)* for employee and student information.

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QUALIFICATION GUIDELINES

Education/Certification/Experience:

- High School diploma or GED. Must possess a Master Plumber's license. Clear and valid Texas driver's license. Five years of experience in plumbing operations with at least one year of supervisory experience preferred.

Knowledge/Skills/Abilities:

- Knowledge and understanding of all plumbing codes, principles and operations
- Knowledge of safety precautions used in plumbing operations
- Knowledge of electrical, mechanical and pneumatic equipment; testing equipment
- Knowledge of plumbing repairs, maintenance and installation techniques
- Skill in leading and managing personnel with sound supervisory principles
- Skill in troubleshooting problems in plumbing systems and recommend/implement corrective actions
- Ability to read, write, and understand written and verbal instructions
- Ability to read and interpret blueprints, diagrams, schematics, and written reference material
- Ability to perform inspections, maintenance and repair operations as needed
- Ability to function in all locations of plumbing systems including roofs and trenches
- Ability to diagnose and resolve problems
- Ability to use hand and power tools

Mental/Physical/Environmental Demands:

- Tools/Equipment; plumbing tools and equipment including pipe bender, propane torch; hand tools; power tools; heavy equipment including forklift, trencher, backhoe; light truck or van
- Frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting; work in tiring and uncomfortable positions
- Frequent walking, climbing stairs/ladders/scaffolding, grasping/squeezing, wrist flexion/extension, and overhead reaching; frequent driving
- Heavy lifting and carrying (45 pounds and over) on a daily basis
- Work outside and inside, on slippery or uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust toxic chemicals and fumes, noise, vibration, and electrical hazards; work around gas lines; work around machinery with moving parts; may work in tight or enclosed spaces; may work alone; regularly work irregular hours; occasional prolonged hours; frequent districtwide travel
- Maintain emotional control under stress

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