

**PLEASANTVILLE PUBLIC SCHOOLS  
PLEASANTVILLE, NEW JERSEY  
JOB DESCRIPTION**

**Business/Operations**

**Non-Certified**

---

**Title: PLUMBING TECHNICIAN**

**QUALIFICATIONS:**

1. High school diploma or GED
2. Valid New Jersey driver's license
3. New Jersey Journey Men Certification; plumbing license or technician certification
4. Five (5) years of experience in the plumbing field
5. Knowledge of PVC, CPVC, PEX, cast iron, and copper;
6. Ability to understand building codes, safety regulations, and practices;
7. Thorough knowledge of plumbing maintenance and installation techniques;
8. Ability to operate a computer and assigned software (including email)
9. Ability to read and interpret blueprints, diagrams, schematics, and written reference material
10. Ability to perform mathematical calculations
11. Ability to diagnose and resolve problems
12. Ability to use hand and power tools associated with the plumbing field
13. Provide proof of U. S. citizenship or legal resident alien status by completing Federal Form I-9 in compliance with the Immigration Reform and Control Act of 1986.
14. Provide evidence that a criminal record history check has been conducted and clearance has been given by the Department of Education. During the initial six-month period, provide a sworn statement that there have not been any convictions of a crime or a disorderly person's offense in accordance with 18A:6-7.1.
15. Provide evidence that health is adequate to fulfill the job functions and responsibilities with reasonable accommodation pursuant to 42 U.S.C. 12101 and in accordance with 12. N.J.A.C. 6:3-4A.4.
16. Pass the state-required Mantoux Intradermal Tuberculin Test as required by N.J.A.C. 6:3- 4A.4.
17. Meet such alternates to the above qualifications as the Superintendent may deem appropriate, acceptable, and legal.

**REPORTS TO:** Assistant Business Administrator or Designee

**JOB GOAL:**

Under general supervision, the plumbing technician performs plumbing-related mechanical work, including installation, assembly, alteration, and repair of pipelines and pipe systems that carry water, steam, air, or other liquids. Repair and maintain mechanical equipment by servicing, repairing, and adjusting moving parts and equipment that operates primarily on the basis of principles related to pump operation systems. Ensure the water systems throughout the school district are properly working.

**PERFORMANCE RESPONSIBILITIES:**

1. Diagnose and repair malfunctions in various types of plumbing by testing pipes, drinking fountains, irrigation systems, etc.
2. Repair and replace pipes associated with water, gas, air, or other liquids;
3. Install, maintain, assemble, and repair plumbing pipe assemblies, fittings, and valves or fixtures using hand or power tools, pipe sections, tubing, or fittings, couplings, clamps, screws, bolts, cement, plastic solvent, caulking, soldering, brazing or welding equipment;
4. Tests plumbing systems for leaks and other issues by filling pipes or plumbing fixtures with water or air and observing pressure gauges to detect and locate leaks;
5. Monitors and maintains equipment and chemicals for treatment of pool water;
6. Install backflow devices to ensure the District's water supply is safe and free of contamination or pollution;
7. Measure, cut, thread, and bend pipes to the required angle for required installations using hand or power tools or machines, such as pipe cutters, pipe threading machines, or pipe bending machines;
8. Read, understand, and review blueprints, schematic layouts, building codes, or specifications to determine work details or procedures and successfully execute job duties;
9. Clears obstructions from sinks, toilets, water fountains, etc.
10. Work from ladders, scaffolds, or roofs to install, maintain or repair drainage pipe systems;

## PLUMBING TECHNICIAN (CONTINUES)

11. Receive and complete work orders in a timely and efficient manner.
12. Maintain accurate records on material and labor used.
13. Maintain inventory of district-owned tools, equipment, and materials.
14. Inspect jobs upon completion to ensure areas are clean.
15. Work with building principals and supervisors to complete work assignments.
16. Detect needed repairs on equipment following established inspection procedures.
17. Respond to emergency calls as needed.
18. Perform general cleaning/maintenance tasks necessary to keep vehicles, equipment, and tools in clean operable condition.
19. Program and operate computer-based energy management systems to control energy use in district facilities.
20. Perform all duties and work assignments in accordance with district policies and procedures.
21. Perform preventive maintenance on tools and equipment.
22. Operate tools and equipment according to established safety procedures.
23. Ensure that equipment is in safe operating condition.
24. Follow established safety procedures and techniques to perform job duties, including but not limited to lifting, climbing, etc.
25. Correct unsafe conditions in the work area and report any conditions that are not correctable to the supervisor immediately.
26. Perform such additional duties and activities the Superintendent may find appropriate and acceptable

### **Equipment Used:**

Meter gauge, welding equipment, ladder, hoist, hand and power tools, pipe bender, propane torch.  
Light truck or van.

### **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job.

Unless reasonable accommodations can be made while performing this job, the staff member shall:

1. Use strength to lift items up to 50 lbs. as needed to perform the job functions.
2. Sit, stand, and walk for required periods of time.
3. Speak and hear.
4. Use close vision, color vision, peripheral vision, and depth perception along with the ability to focus vision.
5. Communicate effectively in English, using proper grammar and vocabulary. American Sign Language or Braille may also be considered an acceptable form of communication.
6. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

### **ENVIRONMENTAL DEMANDS:**

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all-inclusive:

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air-conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.

### **TERMS OF EMPLOYMENT:**

Twelve (12) month position.

### **SALARY:**

Determined by the Board of Education

### **EVALUATION:**

Performance of this job will be evaluated in accordance with provisions of the Board's policy.

PLUMBING TECHNICIAN (CONTINUES)

**Approved by:** Pleasantville Board of Education  
**Date:** June 13, 2023

**Legal References:**

N.J.S.A. 13:1E-99.11 Mandatory statewide source separation and recycling of through 99.39 solid waste.  
N.J.S.A. 13:1F-19 School Integrated Pest Management Act  
N.J.S.A. 18A:6-7.1 Criminal history record  
N.J.S.A. 18A:16-1 Officers and employees  
N.J.S.A. 18A:16-2 Physical examinations; requirement  
N.J.S.A. 18A:17-41 Rules and regulations governing janitorial employees  
N.J.S.A. 18A:36-3 Display of flag  
N.J.S.A. 18A:41-1 Fire drills  
N.J.S.A. 18A:41-2 Fire and smoke doors closed  
N.J.S.A. 34:5A-1 et seq. N.J. Worker and Community Right to Know Act  
N.J.S.A. 34:7-1 License necessary  
N.J.A.C. 5:11-8.5 Licensing of operating engineers and boiler operators  
N.J.A.C. 6A:26 Educational facilities  
See particularly:  
N.J.A.C. 6A:26-12 Operations and maintenance of facilities  
N.J.A.C. 6A:26A Comprehensive maintenance plans  
N.J.A.C. 6A:32-6 School employee physical examinations  
N.J.A.C. 7:26A-1.1 et seq. Source separation and recycling of solid waste  
N.J.A.C. 12:100-4.2 Adoption by reference

-  
Bloodborne Pathogen Standard, 29 C.F.R. 1910.1030

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.

-