

Job Description



TITLE:	Plumbing Maintenance Technician-Journeyman	JOB CODE:	5410
DEPARTMENT:	Parks & Facilities	FLSA:	Non-Exempt
PREPARED:	April 2011	UPDATED:	August 31, 2020

Summary: Under general supervision, performs a variety of skilled and semi-skilled duties in maintaining the heating, air conditioning and plumbing systems in San Juan County and related buildings. Inspects and performs other building maintenance functions and preventive maintenance as assigned.

Essential Job Functions: *The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Performs major plumbing work on heating and air conditioning systems.
- Performs basic plumbing repairs in performance of heating and air conditioning duties.
- Maintains, calibrates and repairs pneumatic control systems.
- Performs plumbing, heating, ventilation, and air conditioning (HVAC) repairs.
- Installs or repairs any plumbing devices required for new installations or remodeling as permitted by New Mexico Journeyman license.
- Performs a variety of repair and maintenance tasks, including the repair and replacement of fixtures, painting, construction and concrete work.
- Responds to emergency calls for service.
- Performs maintenance using hand and power tools.
- Operates a wide range of vehicles and motorized equipment, including backhoes, dump trucks, water truck and bobcat.
- Works in support of the McGee Park functions, which includes setting up, tearing down and cleaning for and after events, working arenas and some custodial functions.
- Performs other related duties as assigned.

Required Knowledge and Skills:

- Considerable knowledge of refrigerated and water air conditioning systems, operations and repairs.
- Considerable knowledge of hot water and forced air heating systems and their controls.
- Knowledge of all phases of building maintenance including motors, basic electrical repair, carpentry, plumbing, heating, air conditioning, boilers and all other related mechanical equipment.
- Knowledge of the operation and maintenance of various medium and heavy motorized equipment and vehicles.
- Knowledge of occupational hazards and safety rules and regulations.
- Knowledge of County policy and procedures.
- Skill in inspecting and repairing mechanical and electrical equipment.
- Skill in reading and interpreting documents such as blueprints and schematics.
- Skill in following written and oral instructions.
- Skill in organizing and prioritizing work to meet established deadlines.

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- Skill in working independently and as a team member.
- Skill in establishing and maintaining effective working relationships with co-workers and the public.

Education and Experience:

- High School Diploma or GED equivalent, and five (5) years of experience relating to plumbing, heating and air conditioning system maintenance and repair.
- Must possess New Mexico Journeyman plumbing license.
- Valid State of New Mexico Driver’s license or able to obtain within six (6) months of employment.

Environmental Factors and Conditions/Physical Requirements:

- Work is performed in an office/shop and outdoor environment. Frequently exposed to moving mechanical parts, precarious places, outside weather conditions, extreme cold and heat. Occasionally exposed to fumes or airborne particles, toxic or caustic chemicals and risk of electrical shock. The noise level in the work environment is generally moderate. May be subject to repetitive motion such as typing, data entry.
- May be subject to bending, reaching, kneeling and lifting such as retrieving tools and/or equipment, files, records, and reports.
- Work schedule for this position may include working on religious holidays.
- Utilize, process, and navigate the County’s electronic ERP system as necessary and appropriate based on the needs and requirements of this position.

Equipment and Tools Utilized:

- Equipment utilized includes computerized and conventional office equipment, various small, medium and large motorized vehicles and equipment, hand and power tools.

Approvals:

Employee: _____ **Date:** _____

Supervisor _____ **Date:** _____

Department Head: _____ **Date:** _____