



## **CURRITUCK COUNTY JOB DESCRIPTION**

**JOB TITLE: Maintenance Repair - Plumber**

**PUBLIC WORKS DEPARTMENT**

### **GENERAL STATEMENT OF JOB**

Under general supervision performs journey level skilled activities that might include the work of specialized equipment operators, electricians, plumbers, HVAC technicians, and carpenters or other journey specialist activities. Work involves operating light machinery and equipment. The employee is responsible for servicing and maintaining tractors, mowers, and other equipment.

### **SPECIFIC DUTIES AND RESPONSIBILITIES**

#### **ESSENTIAL JOB FUNCTIONS**

Performs all the necessary duties involved in the installation, maintenance, troubleshooting, and repair of plumbing systems, equipment, and fixtures.

Determines the plumbing requirements, plans, designs, and installs new plumbing equipment.

Measures, cuts, threads, glues, clamps, and installs various types of pipes and tubing accordingly.

Maintains, troubleshoots, and repairs a variety of plumbing equipment including, but not limited to:

Sinks, faucets, fixtures, toilets, urinals, flush mates, water heaters, boilers,  
mixing valves, water coolers, storage tanks, pumps, valves, drains, traps,  
water lines, sewage lines, etc.

Must be able to repair and replace broken water lines, sewer lines, drain lines, commodes, automatic faucets, automatic flush valves, water heaters, booster heaters, pumps, boilers, etc. Including the minor electrical work associated with trouble shooting and repairing of some of the items listed.

Troubleshoots electrical, mechanical, plumbing, heating and refrigeration systems for operation problems, leaks, etc.; repairs or replaces system components to restore efficient operation of equipment.

Procures materials and supplies for building maintenance, Estimates time, materials, and costs for repair work.

Performs a variety of skilled and semi-skilled maintenance functions for county facilities, including repair, replacement, and maintenance of doors and windows, walls and structures, flooring, ceilings, and various fixtures and hardware.

Mows and trims grass with power mowers and string trimmers; prunes shrubbery; edges curbs and walkways; weeds flower beds; polices grounds, picking up debris and depositing in proper receptacle.

Performs preventive maintenance and minor repairs on tractors, mowers, vehicles, system components in buildings and other County owned equipment.

Supervision of community service workers as assigned.

Work involves use of ladders, aerial lift devices, tractors, loaders, backhoes, dump trucks and trailers, chain saws, power tools, solvents, paints, cleaning compounds, epoxies and petroleum products and personal safety equipment.

Emergency cleanup and/or repairs may extend after hours. Will be on a rotation for on call.

Duties may also expose the employees to human body fluids and thus the work is subject to the OSHA requirements on blood borne pathogens. Must follow rules, methods, and safe handling in connection with bloodborne pathogens.

### **ADDITIONAL JOB FUNCTIONS**

Set up voting election polling sites and Christmas decorations.

Work with various community groups performing such tasks as unloading food commodities and delivering food to distribution points.

Assumes duties of Custodian, as necessary, ensuring adherence to established policies, procedures, and standards.

Performs duties as assigned by the County Manager or his designees during a State of Emergency or other disaster.

Performs other related work as required.

### **CUSTOMER SERVICE**

This is a front-line position for providing excellent customer service to members of the general public and other County employees. Personal contact occurs with the employees of the unit, employees of other departments in the County, citizens, and customers of the department. Service is provided in person, by telephone contact and electronic means.

### **MINIMUM TRAINING AND EXPERIENCE**

Graduation from high school or GED, 3 to 5 years of building trades and maintenance experience; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

### **SPECIAL REQUIREMENT**

Possession of a valid North Carolina driver's license.

**MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED  
TO PERFORM ESSENTIAL JOB FUNCTIONS**

Physical Requirements: Must be physically able to operate motor vehicles, including tractors and mowers. Must be able to exert up to 75 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 25 pounds of force constantly to move objects. Requires the ability to maintain body equilibrium when bending, stooping, crouching, climbing, reaching and/or stretching arms, legs, or other parts of body and to physically maneuver over and/or upon varying terrain, surfaces or physical structures. Physical demand requirements are those for Medium to Heavy Work.

Data Conception: Requires the ability to compare and/or judge the readily observable, functional, structural, or composite characteristics (whether similar or divergent from obvious standards) of data, people or things.

Interpersonal Communication: Requires the ability to speak and/or signal people to convey or exchange information. Includes receiving instructions, assignments, or directions from superiors.

Language Ability: Requires the ability to speak to people with poise, voice control and confidence.

Intelligence: Requires the ability to apply common sense understanding to carry out instructions furnished in written, oral or diagrammatic form; to deal with problems involving several concrete variables in or from standardized situations.

Verbal Aptitude: Requires the ability to follow oral and written instructions. Must be able to communicate effectively and efficiently in standard English.

Numerical Aptitude: Requires the ability to utilize mathematical formulas; to add and subtract; multiply and divide.

Form/Spatial Aptitude: Requires the ability to inspect items for proper length, width, and shape.

Motor Coordination: Requires the ability to coordinate hands and eyes rapidly and accurately in using various landscape maintenance tools and equipment.

Manual Dexterity: Requires the ability to handle a variety of items, such as control knobs, toggle switches, and hand tools. Must have minimal levels of eye/hand/foot coordination.

Color Discrimination: Requires the ability to differentiate between colors and shades of color.

Interpersonal Temperament: Requires the ability to deal with people beyond giving and receiving instructions. Must be adaptable to performing under stress and when confronted with persons acting under stress.

Physical Communication: Requires the ability to talk and hear: (Talking: expressing or exchanging ideas by means of spoken words. Hearing: perceiving nature of sounds by ear.)

**KNOWLEDGE, SKILLS AND ABILITIES**

Working knowledge of the standard methods, materials and equipment employed in HVAC electrical, mechanical, and plumbing operations.

Ability to operate and maintain motorized machinery and equipment used in grounds preparation and maintenance.

Ability to understand and learn the occupational hazards and proper safety precautions to be taken in maintenance/repair work.

Ability to perform strenuous work under varying weather conditions.

Ability to understand and follow oral and written instructions.

Ability to exercise tact and courtesy in contact with the general public.

Ability to establish and maintain effective working relationships as necessitated by work assignments.