



**PUEBLO OF ISLETA
HUMAN RESOURCES DEPARTMENT
P.O. BOX 1270, ISLETA, NM 87022
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VACANCY ANNOUNCEMENT

POSTING NO: 019-19

OPENING DATE: 01/25/2019

CLOSING DATE: 02/25/2019

POSTED: IN & OUT

POSITION: Plumber
PAY GRADE: HA10 (\$19.76/ph to \$23.21/ph)
FLSA STATUS: Non-Exempt
POSITION TYPE: Full Time
FUNDING SOURCE: POI /Grant Funded
DEPARTMENT: Housing Authority
REPORTS TO: Superintendent
BACKGROUND LEVEL: Child Care

JOB PURPOSE: Performs journeyman level work involving skilled plumbing duties such as installation, maintenance, and/or repair of plumbing systems, gas systems, heating and air conditioning systems, and related work.

This position description may not include all of the listed duties, nor do all of the listed examples include all tasks which may be found or assigned to this position.

JOB DUTIES:

- Follows and applies the standard practices of the plumbing trade.
- Reads and follows specifications, codes, and agency policies and procedures.
- Determines defects in water and drainage systems in IPHA operated dwelling units and performs repairs or replacements.
- Inspects, installs, maintains and repairs valves, faucets, bathtubs, sinks, lavatories, sewers, vents, water heaters, and other fixtures.
- Completes assignments given verbally, written, or that consist of blueprints, sketches or diagram.
- Repairs or replaces plumbing fixtures, such as sinks, commodes, water heater, and hot water tanks.
- Repairs and maintains plumbing systems by replacing washers or leaky faucets, mending or replacing burst or leaky pipes.
- Measures, cuts, threads and installs water/sewer pipe and pipe fittings.

- Operates and uses specialized plumbing tools and equipment such as ratchet cutters, reamers, electric and gasoline powered sewer snakes, pipe wrenches, chair wrenches and pipe vices.
- Installs and maintains HVAC systems.
- Repairs and assembles gas lines.
- Installs plumbing for construction projects consisting of rough-ins and top-outs.
- Locate and mark position of pipe, pipe connections, and pipe holes for walls and floors to accommodate fittings, using hand and power tools.
- Maintains inventory of supplies and equipment; identifies equipment and supplies required to complete work.
- Performs job site inspections to ensure work is completed according to work specifications and established codes and regulations.
- Instructs lead and supervises lesser skilled tradesman as needed.
- Prepares estimates of material, time and labor, and orders supplies as requested.
- Performs quality control and inspection duties related to the trade.
- Completes emergency calls after hours and or on weekends if necessary.
- Performs other duties as assigned.

SUPERVISION RESPONSIBILITIES: N/A

MINIMUM QUALIFICATIONS/REQUIREMENTS:

PLEASE BE SPECIFIC REGARDING QUALIFICATIONS, AND INCLUDE DOCUMENTS THAT CONFER THE HIGHEST LEVEL OF EDUCATION, CERTIFICATION AND LICENSES.

- High School Diploma or GED.
- Two years plumbing and gas experience.
- Journeyman Plumbers and Gas License.
- Valid New Mexico driver's license with ability to meet Pueblo of Isleta liability insurance requirements and maintain eligibility for insurance.
- Must be able to pass background check, with NO prior convictions of any felonies.
- Must be able to comply with the Pueblo of Isleta Drug Free Workplace policies.

KNOWLEDGE, SKILL AND ABILITY REQUIREMENTS:

- Knowledge in the repair and maintenance of Heating and Air Conditioning (HVAC) systems.
- Knowledge of accepted plumbing trade practice, methods and techniques.
- Knowledge of applicable environmental regulations and guidelines as related to refrigerants and toxic chemicals.
- Knowledge of standard construction safety practices and procedures.
- Knowledge of appropriate methods and techniques applicable to the construction industry.
- Knowledge of the standards, codes and specifications common to the plumbing trade and as they pertain to HUD housing units.
- Skill in advanced skills of the plumbing trade.
- Skill in writing logs and technical and narrative reports.
- Skill in the use of standardized and common equipment and tools.
- Skill in the care and use of standard tools, equipment, and testing devices used in the plumbing trade and of accepted plumbing trade practice, methods and techniques.

- Skill in the diagnosis and repair of plumbing malfunctions.
- Ability to read and interpret blue print plans and building plans.

- Ability to install, repair and maintain plumbing systems, fixtures and accessories.
- Ability to read and interpret drawings, specifications and blueprints.
- Ability to carry out instructions furnished in verbal or written format.
- Ability to work independently with minimal supervision.
- Ability to technically analyze plumbing problems and recommend or apply appropriate corrective action measures.
- Ability to prepare cost estimates and order materials and tools needed for projects.
- Ability to establish and maintain effective working relationships with others.
- Ability to supervise and instruct unskilled workers.

PHYSICAL DEMANDS:

- Work involves a significant amount of standing, walking, bending, kneeling and or crouching; using hands to handle objects, equipment, controls and reach with arms and hands; climbing, balancing, crawling under sub-flooring, and working in confined spaces.
- Position requires frequent lifting and carrying items up to 100 lbs.

WORK ENVIRONMENT

- Work is performed indoors and outdoors.
- Noise level is usually minimal indoors and loud in construction sites.
- Exposure to environmental conditions such as weather conditions, dust, mists, insects, fumes, etc. may occur.
- Exposure to chemicals may occur.
- Work requires use of safety equipment, safety-toe shoes, goggles, gloves, harnesses, helmet, protective face shields and/or hardhats.
- Evening, weekend, on-call and emergency work will be required.
- Travel may be required.

PREFERENCE:

Tribal preference and Native American Indian preference shall apply to all positions at Pueblo of Isleta.