



STATE OF NEVADA
Department of Administration
Division of Human Resource Management

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
PLUMBER III	33	G	9.463
PLUMBER II	32	G	9.462
PLUMBER I	31	G	9.432

SERIES CONCEPT

Plumbers perform skilled plumbing work to maintain and repair plumbing systems, fixtures, and equipment.

Respond to repair orders; establish priority of repairs; diagnose problems utilizing appropriate tools and test equipment; estimate cost of jobs; acquire materials to complete a job by contacting vendors and/or completing a purchase requisition; make necessary repairs; document time and material costs for billing purposes.

Implement a preventive maintenance schedule and perform preventive maintenance such as conducting routine inspections, cleaning, servicing, and making adjustments and minor repairs to prevent malfunction and prolong the life of equipment, systems, and structures.

Install water supply, waste, steam, and gas lines and related fixtures and fittings in accordance with the plumbing code; review and interpret blueprints; design and layout plumbing systems; perform utility locating and documenting; cut, thread, weld or solder pipes; assemble and install valves, pipe fittings, insulation, and pipes; inspect for leakage; install sinks, toilets, bathtubs, water heaters, backflow devices, and other fixtures in accordance with applicable plumbing code.

Troubleshoot, maintain, and repair plumbing systems; open clogged drains; replace broken lines; adjust pipe straps and hangers; maintain and repair heating and associated lines; repair or replace pumps, valves, low pressure systems, fixtures, and components including storage tanks and circulating systems to ensure systems and fixtures are in proper working order.

Maintain, inspect, and repair backflow systems; maintain records of fire hydrants and backflow device inspections and repairs.

Provide training, support, work direction, and work review to other skilled and semi-skilled maintenance staff.

Assist contractors by providing information regarding the existing structure, equipment, systems, and required modification; review bids and work completed by contractors for quality and conformance with specifications and codes as assigned.

Perform related duties as assigned.

CLASS CONCEPTS

Plumber III: Under general supervision, direct and supervise a crew of Plumbers and other maintenance staff and perform complex plumbing work. Incumbents schedule and oversee repair and maintenance work; review work requests and/or structures, equipment, and systems; determine the complexity of work and establish job priority; write work order; coordinate job activities with other trade workers or contractors; assign work to agency personnel or make arrangements for an outside vendor to complete; obtain quotes, request funding, and oversee

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CLASS CONCEPTS (cont'd)

Plumber III (cont'd)

contractor work on a routine basis; lay out major projects; inspect work to ensure timely completion and compliance with specifications and code requirements; oversee products under warranty and work with manufacturer and/or installer to make repairs; maintain a budget and projects costs; provide recommendations for strategic planning consideration. Incumbents also hire, train, and provide technical assistance to staff; assign and review work; initiate disciplinary action; evaluate performance and ensure personnel comply with federal and State statutes and regulations and agency policies and procedures.

Plumber II: Under general supervision, incumbents perform the full range of duties described in the series concept, and in addition, at the advanced journey level, either:

- 1) function as a leadworker for lower-level Plumbers on a regular basis; provide training and technical assistance; assign and review work; and provide input to performance evaluations; or
- 2) in a correctional environment, function as a leadworker for an inmate crew on a regular basis; document inmate performance through completion of periodic performance reports; implement work safety and security procedures to ensure efficient, secure, and safe operation of the work unit and the security of assigned inmates, staff, buildings, tools, and equipment in accordance with the Department of Corrections requirements and department policy; secure work areas from unauthorized inmates; or
- 3) function as a leadworker for skilled and semi-skilled workers performing backflow inspections and oversee a backflow program for a large agency; plan and implement inspection schedules and preventive maintenance programs for compliance; test devices; ensure no cross connections; maintain mandatory records; review blueprints to ensure compliance of backflow installations; report findings or submit records to local water authorities.

Plumber I: Under general supervision, incumbents perform the full range of duties described in the series concept. This is the journey level in the series.

MINIMUM QUALIFICATIONS

SPECIAL REQUIREMENTS:

- * Pursuant to NRS 284.4066, some positions in this series have been identified as affecting public safety. Persons offered employment in these positions must submit to a pre-employment screening for controlled substances.
- * Some positions require a valid driver's license at the time of appointment and as a condition of continuing employment.
- * Some positions require Backflow License and a Cross Connection Specialist License through American Water Works Association and may require certification from the local water authority at the time of appointment and as a condition of continuing employment.

PLUMBER III

EDUCATION AND EXPERIENCE: Completion of a recognized plumbing apprenticeship program followed by two years of journey level plumbing experience; **OR** one year of experience as a Plumber II in Nevada State service; **OR** an equivalent combination of education and experience as described above. (*See Special Requirements*)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Working knowledge of: State and local building codes, Uniform Plumbing Code (UPC), National Fuel Gas Code (NFGC), and Occupational Safety and Health Administration (OSHA) requirements. **General knowledge of:** basic principles and practices of training and providing work direction. **Ability to:** train; assign

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MINIMUM QUALIFICATIONS (cont'd)

PLUMBER III (cont'd)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application): (cont'd)
and review work; evaluate performance; establish and maintain records and files; prepare reports pertaining to operations, materials, and supplies; set priorities based on agency needs and capacity of the shop; examine structures, systems, equipment, and fixtures; determine if modifications or repairs are needed; determine cost, feasibility, and design of projects; schedule projects by coordinating with other trade workers, agency staff, and outside vendors; estimate material, supply, and equipment requirements for shop operations and major projects; supervise and direct the work of inmates and implement approved security measures in a correctional environment; enforce safety, security, and custodial measures for the supervision of inmates; *and all knowledge, skills and abilities required at the lower levels.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):
Working knowledge of: State and agency policies and procedures pertaining to purchasing, personnel, and work unit operations; State and local building codes, UPC, NFGC, and OSHA requirements. **Ability to:** explain and interpret policies and procedures; supervise staff including hiring, training, assigning and reviewing work, establishing work schedules and priorities, administering discipline, and evaluating performance.

PLUMBER II

EDUCATION AND EXPERIENCE: Completion of a recognized plumbing apprenticeship program followed by one year of journey level plumbing experience; **OR** one year of experience as a Plumber I in Nevada State service; **OR** an equivalent combination of education and experience as described above. (*See Special Requirements*)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):
General knowledge of: State and local building codes, UPC, and NFGC; OSHA requirements; agency policies and procedures pertaining to work unit operations; backflow devices. **Skill in:** troubleshooting and identifying faulty plumbing parts and fixtures. **Ability to:** install and maintain gas piping and equipment; set priorities of job assignments; organize and coordinate work activities; work cooperatively with other trades workers; *and all knowledge, skills and abilities required at the lower level.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):
(*These are identical to the Entry Level Knowledge, Skills and Abilities required for Plumber III.*)

PLUMBER I

EDUCATION AND EXPERIENCE: Completion of a recognized plumbing apprenticeship program; **OR** an equivalent combination of education and experience as described above. (*See Special Requirements*)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):
Working knowledge of: plumbing systems, pipes, fittings, valves, and components; standard practices, methods, materials, tools, and equipment used in plumbing; safety hazards and safe working procedures. **Skill in:** safely operating and maintaining tools and equipment used in plumbing; join piping using basic arc and gas welding and soldering sufficient to join piping; performing a variety of skilled plumbing processes including the installation, repair, and maintenance of cold and hot water supply and distribution systems, sanitary drainage systems, steam heating systems, sewage disposal systems, air compressors, pumps, and plumbing fixtures. **Ability to:** prepare written work orders and specifications; requisition supplies; read and interpret installation manuals, plumbing codes, blueprints, and construction drawings in order to determine the type, location, and configuration of plumbing systems; plan and sketch plumbing installations; annotate blueprints with updated plumbing configurations; estimate materials and time required to complete projects; apply knowledge of mathematics sufficient to size water supply systems, drain waste and vent, and lay out

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MINIMUM QUALIFICATIONS (cont'd)

PLUMBER I (cont'd)

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application): (cont'd)
 projects; safely lift construction materials and equipment; work on ladders and scaffolding and in confined building access areas.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):
(These are identical to the Entry Level Knowledge, Skills and Abilities required for Plumber II.)

This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

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ESTABLISHED:	7/1/91P 11/29/90PC	7/1/91P 11/29/90PC	1/1/61
REVISED:			7/1/91P 11/29/90PC
REVISED:	9/19/03PC	9/19/03PC	9/19/03PC
REVISED:	2/10/06PC	2/10/06PC	2/10/06PC
REVISED:	12/4/20PC	12/4/20PC	12/4/20PC