## CSUB JOB ANNOUNCEMENT

<table>
<thead>
<tr>
<th>Position Title:</th>
<th>LEAD PLUMBER</th>
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<tbody>
<tr>
<td>Recruitment #:</td>
<td>#1967</td>
</tr>
<tr>
<td>Full/Part-Time:</td>
<td>Full-Time</td>
</tr>
<tr>
<td>Employment Type:</td>
<td>Permanent</td>
</tr>
<tr>
<td>Bargaining Unit:</td>
<td>R06</td>
</tr>
<tr>
<td>Salary:</td>
<td>$5,112 - $6,479 per month</td>
</tr>
<tr>
<td>Department:</td>
<td>Facilities Management</td>
</tr>
<tr>
<td>Available:</td>
<td>Immediately</td>
</tr>
<tr>
<td>Special Conditions:</td>
<td>Final candidate will require successful clearance of Background/ Fingerprint, Motor Vehicle record, and Pre-Employment physical</td>
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<tr>
<td>Sensitive Position:</td>
<td>Yes</td>
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<tr>
<td>Posted:</td>
<td>December 11, 2015</td>
</tr>
<tr>
<td>Closing Date:</td>
<td>January 8, 2016</td>
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</table>

Positions are open to all interested applicants, both on and off campus, unless this is an on-campus only recruitment.

### APPLICATION PACKET REQUIREMENTS
This position requires **(including those on campus)** submission of:

- A standard CSU, Bakersfield job application (download at: [http://www.csub.edu/bas/hr/EmployRecruit/Job%20Status%20Inquiry/index.html](http://www.csub.edu/bas/hr/EmployRecruit/Job%20Status%20Inquiry/index.html))
- Names of three professional references
- Copy of degree/transcripts/typing certificate, if required
- Brief description of how you are qualified for this position by virtue of your interest, aptitude, education and experience required.

Within the Business and Administrative Services Division, Facilities Management is responsible for creating and maintaining an environment that enables faculty and staff to fulfill the educational mission of California State University, Bakersfield through the continued maintenance of campus facilities and grounds, by providing services in a reasonable and timely manner, and by maintaining a quality oriented organization geared toward the enhancement of the educational environment.

The Lead Plumber is responsible for providing lead work direction to several journey-level crafts workers and semi-skilled assistants, laying out and coordinating the work flow for jobs, and preparing materials lists and ordering supplies for jobs. The Lead Plumber spends the majority of time working as a skilled plumber, but has ancillary lead work and project planning responsibilities.
DUTIES:

Plumbing

- Responsible for the full range of skilled plumbing work including the installation, maintenance, inspection, modification, remodel and repair of mechanical plumbing equipment and fixtures for water, gas, oil, steam, sewage, fire sprinkler/prevention, and refrigeration related plumbing systems, including automated plumbing systems.
- Maintain, troubleshoot and test plumbing systems, including backflow prevention devices
- Assemble, install and repair pumps, pipes, fittings, and fixtures
- Cut, thread and weld pipes
- Assemble and install valves, pipe fittings and pipes composed of a variety of metals and materials
- Maintain campus swimming pools
- Manage lab utilities
- Maintain and service tools and equipment used in the performance of duties
- Some positions may be assigned water treatment duties that involve monitoring, testing and chemically treating potable and/or non-potable water systems.

Planning and Project Coordination

- Advise on the selection, ordering and storage of plumbing equipment and supplies
- Inspect completed work for conformance with specifications, requirements and compliance with applicable building and safety codes and regulations
- Inspect related work performed by contractors
- Estimate cost, time and materials for plumbing projects
- Consult and work with other trades workers.
- Provide lead direction, instruct and work with a small group or crew of Plumbers and assistants
- Select and prepare lists of materials for jobs

Recordkeeping

- Maintain records and retrieve data related to work performed using manual and/or computerized record-keeping systems
- Prepare standard reports

Safety

- Perform all work in accordance with established safety procedures
- Maintain a safe and clean work environment
- Work may involve exposure to hazardous materials.
- Instruct others in safety rules and ensure they are observed

OTHER JOB DUTIES (Marginal Duties)

- Perform other job-related duties and special projects as assigned.
- Attend training and maintain skill currency as appropriate to safely and effectively complete assignments.

Special Conditions

- Working on ladders at varying heights.
- Exposure to chemicals, fumes; noise from vehicle and equipment operation, dust, dirt, oil/grease, gases, and pollen.
- Working with or around machinery with moving parts.
- Subject to loud noises.
- Sitting, standing, and walking for extended periods of time
- Lifting, carrying, pushing, and pulling object(s) weighing up to 50 pounds.
- Occasional stooping, kneeling
- Repeated bending
- Dexterity of hands and fingers to operate equipment and tools
- Repetitive use of wrists and/or hands
- Ability to maintain balance
- Reaching overhead, horizontally and above the shoulders
- Rapid mental/muscular coordination
- Verbal, auditory, and written capabilities to effectively communicate in an articulate manner
- Accurate depth perception
- Clarity of vision at varying distances to see small details and have color vision/distinguish shades
- Working with chemicals, tools, and powered machinery.
- Must be able to work overtime, occasional holidays, and adjust working hours to meet special jobs. May be called back periodically to perform work as needed on an emergency basis.

REQUIRED QUALIFICATIONS:

Education and Experience:

- High School Diploma or equivalent

California State University, Bakersfield is committed to Equal Employment Opportunity. Applicants will be considered without regard to gender, race, age, color, religion, national origin, sexual orientation, genetic information, marital status, disability or covered veteran status.
• Any combination of progressively responsible training and experience which demonstrates achievement of journey-level skills equivalent to that acquired through completion of a standard plumber’s apprenticeship program.
• One to two years of experience as a journey-level plumber that included work coordination responsibilities.

Licenses, Certificates, Credentials:
• Possession of a valid driver’s license or the ability to obtain by date of hire.

Skills, Knowledge, Abilities:
• Ability to effectively communicate information in a clear and understandable manner, both verbally and in writing
• Ability to initiate, establish, and foster communication and teamwork by maintaining a positive, cooperative, productive work atmosphere in the University with the ability to establish and maintain effective working relationships within a diverse population and with those from various cultural backgrounds.
• Ability to lead, instruct and coordinate the work of a small group or crew of skilled and semi-skilled workers
• Ability to perform skilled plumbing work on all applicable equipment and systems
• Ability to use tact and diplomacy to effectively handle a broad range of high level and sensitive interpersonal situations with diverse personalities, and to respond appropriately to conflicts and problems
• Analyze and respond appropriately to emergency situations
• Demonstrated customer service experience requiring a very high level of diplomacy and professionalism
• Ensure work is performed in sequence
• Estimate materials and labor cost of standard plumbing maintenance and repair work
• Excellent computer skills and competence with a variety of computer applications including word processing, spreadsheets, databases, on-line systems, internet as well as online calendaring and email.
• Excellent organizational and time management skills with the ability to set own priorities to coordinate multiple assignments with fluctuating and time-sensitive deadlines
• Knowledge of applicable state and federal health and safety orders and regulations pertaining to the plumbing trade, including the California State Safety Orders of the Division of Industrial Safety and the Uniform Plumbing Code.
• Knowledge of effective supervisory practices and techniques.
• Knowledge of the methods, materials, tools and equipment used in the plumbing trade
• Knowledge of the operation of building automation systems
• Maintain records and retrieve data related to work performed using manual and/or computerized record-keeping systems
• Make rough sketches of plumbing installations
• Obtain necessary backflow prevention licenses
• Perform applicable welding work
• Perform arithmetic calculations as required by the position
• Prepare standard and complex reports
• Provide instruction to unskilled and semi-skilled assistants
• Read and work from blueprints, plans, drawings and specifications
• Read and write at the level appropriate to the position
• Thorough knowledge of English grammar, spelling and punctuation
• Working knowledge of effective supervisory practices and techniques
• Working knowledge of or ability to quickly learn University infrastructure, policies and procedures

PREFERRED QUALIFICATIONS:
• Five years of experience as a journey-level plumber that included work coordination responsibilities
• Demonstrated skills in a college or university environment utilizing a customer-oriented and service-centered attitude
• Apprenticeship school graduate

SCREENING: Only those applicants possessing experience most directly related to the immediate needs of the office will be invited to appear before a Qualifications Appraisal Board for the purpose of appraising training, experience and interest in the position.

BACKGROUND CHECK: A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the CSU. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current CSU employees who apply for the position.

SENSITIVE POSITION: Sensitive positions are designated by the CSU as requiring heightened scrutiny of individuals holding the position, based on potential for harm to children, concerns for the safety and security of the people, animals, or property, or heightened risk of financial loss to the CSU or individuals in the university community.

MANDATED REPORTER: The person holding this position is considered a “mandated reporter” under the California Child Abuse and Neglect Reporting Act and is required to comply with the requirements set forth in CSU Executive Order 1083 as a condition of employment.

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DESIGNATED POSITION: If the duties of this position include participation in decisions that may have a material financial benefit to the incumbent, the selected candidate will be required to file Conflict of Interest Form 700: Statement of Economic Interest when they first occupy the position, and on an annual basis, complete ethics training within 6 months of appointment, and attend this training every other year thereafter.

GENERAL INFORMATION: It is the policy of California State University; Bakersfield to hire only United States citizens and aliens lawfully authorized to work in the United States. All new employees will be required to present documentation verifying their right to accept employment. You will also be requested to present a social security card at the time of initial appointment in compliance with state payroll regulations. State regulations require that every state employee sign the Oath of Allegiance prior to commencing the duties of his/her State employment, except legally employed non-citizens. These individuals are required to sign the Declaration of Permission to Work.

APPLICATION PROCEDURE: Official California State University, Bakersfield application forms must be completed in full and received in the Human Resources Office by 5:00 p.m. on/or postmarked by the specified closing date, unless otherwise indicated. Resumes are welcomed but will not be accepted in place of the official application. E-mailed or faxed applications or resumes will also not be accepted.

Applications are available outside the Office of Human Resources and may be downloaded from the Human Resources website. Candidates who reside outside the city of Bakersfield may contact the Office of Human Resources and request that an application be mailed to their residence. It takes a minimum of 4-6 weeks from the closing date for a position to be filled.

To check the status of your application, go to the Human Resources’ Job Opening/Status Inquiry page at http://www.csub.edu/bas/hr/EmployRecruit/Job%20Status%20Inquiry/index.html and click on the “Job Status” icon link. Applicants will not receive individual notifications. Upon submission, all application materials become the exclusive property of California State University, Bakersfield and will not be copied or returned.