

## WARREN COUNTY PUBLIC SCHOOLS

**JOB TITLE:** Maintenance-Journeyman

**LOCATION:** Various  
Schools/Maintenance Department

**JOB CATEGORY:** Support

**PAY GRADE:** Grade 12

**FSLA:** Non-Exempt

**IMMEDIATE SUPERVISOR:**  
Director of Facilities/Supervisor of  
Maintenance

### **GENERAL DEFINITION AND CONDITIONS OF WORK**

Performs multi-craft work to maintain and repair physical structure of school buildings with a primary responsibility for maintaining existing plumbing systems and associated equipment including sinks, commodes, water heaters, water softeners, dishwashers, disposals, etc. Must specialize in one of the journeyman's areas: carpentry, plumbing, electrical or HVAC with certification.

### **ESSENTIAL FUNCTIONS/TYPICAL TASKS**

The minimum performance expectations include, but are not limited to, the following functions/tasks:

- Install, repair, and maintain pipes, valves, fittings, gauges, pressure regulators, drainage systems, and fixtures in educational buildings using appropriate tools;
- Installs, repairs, and maintains machinery, plumbing, physical structure, and electrical wiring and fixtures of school buildings in accordance with blue-prints, manuals, building codes, and safety regulations, using hand tools and carpenter's, electrician's and plumber's tools;
- Perform routine inspections of plumbing and drainage systems for defects.
- Operates gas - or arc - welding equipment, pipe threading machines, cutters to join metal parts used to repair or fabricate equipment.
- Maintains a clean and safe work area;
- Observes and promotes safe work practices and procedures at all times;
- Uses and wears safety and/or protective equipment, as appropriate;
- Attends in service training to develop and improve knowledge and skills of a proficient mechanic;
- Adheres to proper cleaning methods, storage, and proper care of equipment and supplies;
- Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities;
- Reports all accidents and/or potential hazards to the Supervisor of Maintenance immediately, or as soon as reasonably possible;
- Complies with and supports school and division regulations and policies;
- Maintains proper boundaries with students at all times, assuring respect for the ethical and legal duties in the staff-student relationship and the essential duty to serve as a role model;
- Provides a good role model in appearance, demeanor, dress and behavior for the students served;
- Models non-discriminatory practices in all activities;
- Performs related duties as assigned by the Supervisor of Maintenance in accordance with school/division policies and practices.

## **KNOWLEDGE, SKILLS, AND ABILITIES**

- Must have the ability to follow oral and written directions. Must have the ability to establish and maintain effective working relations with co-workers, supervisor, administrators, and school-community members. Must be skilled in the performance of one or more trades. Ability to read, follow and interpret blueprints and rough drawings. Skilled in the use of hand and power tools used in the plumbing trade. Knowledge with applicable state and local building and plumbing codes. Ability to complete projects unsupervised and unassisted.

## **EDUCATION AND EXPERIENCE**

Education equivalent to graduation from an accredited high school or General Education Certificate (GED). Master Plumber license preferred

## **SPECIAL REQUIREMENTS**

Candidate must possess good moral character and is expected to be a role model, in and out of school. Candidate must possess a valid Virginia driver's license with the ability to obtain a commercial driver's license. Candidate must be able to meet the criteria to be on the WCPS approved drivers' list.

## **PHYSICAL DEMANDS/REQUIREMENTS**

Duties performed typically in, but not limited to the division maintenance department and in schools throughout the division. Frequent walking, standing, lifting, up to approximately 50 pounds, and occasional lifting of equipment weighing up to approximately 75 pounds may be required. Work is typically performed walking or standing. The environment also exposes the employee to potentially hazardous substances. Vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for diagnosing and repairing maintenance and mechanical problems; the worker is subject to inside and outside environmental conditions, noise and hazards.

## **EVALUATION**

The Director of Maintenance will evaluate performance on the ability and effectiveness in carrying out the above responsibilities.