

## PLUMBING TECHNICAL SUPERVISOR

### DEFINITION

Provides technical direction over plumbing operations of the District, including control of specifications, procedures, scheduling, and new products and equipment evaluations.

### TYPICAL DUTIES

- Provides technical advice to District designers, craft supervisors, inspectors, and contracting architects and engineers, regarding the fabrication, installation, and maintenance of plumbing systems.
- Establishes, directs, and participates in the development and maintenance of standards for procedures, tools, materials, and equipment used in plumbing work fabrication and installations.
- Supervises and participates in the development of task standards, job specifications, working drawings, and guides for work methods and procedures.
- Ensures adherence to established standards by performing inspections and meeting with craft supervisors and seniors to inform them of deviations from standards and corrective action required.
- Monitors deferred-maintenance projects by establishing long-range priorities and adjusting schedules as required, determining the unit to prepare designs, maintaining status records, coordinating projects with construction units, and maintaining expenditure records.
- Devises and conducts tests of material, tools, and equipment to measure durability and assure conformance with building codes, fire regulations, and District specifications.
- Confers with governmental and District personnel regarding fire safety, environmental, structural, and other design requirements.
- Coordinates and assists in planning, scheduling, and selecting equipment and materials for installation or renovation projects with school personnel, sales representatives, and government officials.
- Reviews contracts and District designs for plumbing systems for conformance with approved standards and specifications.
- Prepares cost estimates for work projects.
- Assists in the preparation of the annual maintenance budget for regular and deferred maintenance projects.
- Approves requisitions for stock and nonstock materials and reviews low-value purchase orders for compliance with established standards.
- Coordinates installation and changes in plumbing services with other school departments, contractors, engineers, architects, and utility companies.
- Arranges and conducts in-service training programs relating to plumbing work for District employees, including craftsmen and inspectors.
- Provides information to current and potential contractors, community representatives, vendors, and the public concerning District standards and specifications for plumbing fabrication and installation.
- Analyzes problem situations and develops solutions by adapting techniques and materials.
- Reviews new products and methods and evaluates new products for efficiency and practicality.
- Investigates plumbing problems and acts as technical expert in cases and hearings.
- Assesses and makes recommendations for craft-related Facility component life cycle replacements.
- Develops craft-related preventative maintenance programs for Facility components.
- Performs related duties as assigned.

## DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

The Plumbing Technical Supervisor is responsible for the technical direction of plumbing personnel and determines and controls standards and specifications for equipment, materials, and workmanship for work performed by contractors and District personnel.

An Area Facilities Services Director is the administrative head of personnel assigned to perform routine and preventative maintenance, smaller construction projects, and custodial operations for a Maintenance and Operations area.

An Area Craft Supervisor oversees the overall craft operations in a designated Maintenance and Operations area by supervising, assigning, inspecting, and evaluating the work of assigned staff; providing technical work direction to site-based staff, and monitoring, inspecting, and reviewing work performed by contractors.

## SUPERVISION

General direction is received from an Area Facilities Services Director or a higher-level supervisor or manager. General supervision is exercised over Senior Plumbers. Technical supervision is exercised over District procedures, methods, and materials related to plumbing systems.

## CLASS QUALIFICATIONS

### Knowledge of:

- Current practices related to the design, fabrication, installation, and maintenance of plumbing systems
- Testing and inspection methods for plumbing work and equipment
- Vendors, materials, and services provided in the plumbing work field
- Terminology, phrases, and conditions used in contracts and specifications
- City, County, State, Federal, and other codes pertinent to the plumbing industry
- Government building codes, orders, and ordinances
- Fire and safety regulations pertinent to plumbing equipment and systems
- Methods and procedures used in planning and estimating job projects
- Pertinent provisions of labor contracts
- Principles of supervision
- Principles of organization and personnel management
- Microsoft Word, Excel, Outlook, and PowerPoint

### Ability to:

- Plan and organize plumbing fabrication, installation and maintenance
- Develop techniques for defining job and project costs
- Estimate cost of labor and materials
- Read, interpret, and prepare preliminary drafts of blueprints, plans, and drawings
- Write clear, concise instructions and reports
- Compile and analyze data from surveys, studies, and inventories
- Work effectively with administrators, District personnel, regulatory authorities, and the public
- Communicate effectively, both orally and in writing
- Enter and retrieve data using computers

## ENTRANCE QUALIFICATIONS

### Education:

Graduation from high school or evidence of equivalent educational proficiency and two adult school or college-level courses in supervision, business management, personnel management, construction technology, or craft-related subjects. Successful completion of the LAUSD's Organizational Excellence Branch's Exceptional Supervisor Certificate Program I may be substituted for the required courses.

### Experience:

Five years of journey-level experience as a plumber in the fabrication, installation, and maintenance of plumbing systems, including two years of supervisory experience or two years of experience as a Los Angeles Unified School District Senior Plumber.

### Special:

Employment is subject to medical clearance.

Positions in this classification are subject to pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials, including, but not limited to, asbestos and lead.

A Facilities Planner Program Certificate is required by completion of the probationary period.

A valid California Driver License.

Use of an automobile.

This class description is not a complete statement of essential functions, responsibilities, or requirements. Entrance requirements are representative of the minimum level of knowledge, skill, and abilities. To the extent permitted by law, management retains the discretion to add or change typical duties of a position at any time, as long as such addition or change is reasonably related to existing duties.

Revised  
09-28-15  
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