

**Job Title: Plumbing Specialist**  
**Compensation Rate/Grade: Grade 6**  
**Department: Facilities Services**  
**Updated: December 2011**

**Essential Functions:**

- Install, inspect and maintain all components of campus plumbing, HVAC piping and sewer systems.
- Willingness to work overtime and accept off-shift assignments.
- Ability to work at heights up to 70 feet in confined areas and at times during inclement weather.
- Ability to perform manual labor, including bending, stooping and reaching.
- Service, repair and replace systems including welding, soldering, sweating, cementing, brazing, and other repairs, as needed.
- Fabricate and/or weld various equipment items as needed.
- Estimate time, material and budget requirements for assigned work and projects.
- Apply all applicable plumbing codes, rules and regulations.
- Perform non-plumbing related departmental duties as required.
- Follow work assignments, instructions, labeled information, safety standards and required work order paper work as needed.
- Assist campus architects and engineers on development of remodeling, retrofit and new projects.
- Demonstrated computer literacy.
- Possess strong verbal and written communications skills.
- Provide quality customer service to faculty, staff, students and campus visitors.
- Ability to use basic hand and power tools, and sewer and concrete equipment used in plumbing trade.

**Required Qualifications:**

- Demonstrated interest and experience in all building maintenance areas as needed to perform the essential functions listed above.
- Satisfactory past work performance.
- Valid driver's license.
- Ability to work with minimum supervision.
- Excellent attendance record.

**Preferred Qualifications:**

- Valid State of Michigan Master Plumber License or 5 years full time employment as a journeyman plumber and a commitment to passing the master Plumbing License within 1 year of employment at GVSU.
- Minimum of three (3) years, full time experience in related work.
- A demonstrated ability to organize own work and coordinate and direct the work activities of others including student employees and support staff.

**Physical Demands:**

- To perform this job successfully, an individual must be able to perform each essential function satisfactorily. Must have the physical stamina to work long hours and/or more than 5 days per week. The requirements listed are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A) and is not an exhaustive list of the duties performed for this

position. Additional duties are performed by the individuals currently holding this position and additional duties may be assigned.