



Winnebago County

*The Wave of the Future*

## JOB POSTING

**POSITION TITLE:** Plumber  
**LOCATION:** Facilities  
**HIRING RANGE:** \$34.00 - \$37.78/Hr.  
**STATUS:** Full time  
**HOURS PER WEEK:** 40  
**WORK HOURS:** 6:30 am – 3:00 pm

**APPLICATION DEADLINE:** Recruitment will be ongoing

*Current Winnebago County employees interested in applying for this position will need to complete the Winnebago County Application for [Departmental Transfer/Position Change](#) form. Other parties interested in applying for this position will need to complete the [Winnebago County Application for Employment](#).*

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## WINNEBAGO COUNTY POSITION DESCRIPTION May 2022

**POSITION TITLE:** Plumber  
**DEPARTMENT:** Facilities  
**PAY BASIS:** Hourly

### **PURPOSE AND SUMMARY:**

Performs skilled plumbing work in designing, constructing, installing, maintaining and repairing various building plumbing systems including backflow preventers, water heaters, waste systems, wells, and all associated equipment for over one million square feet of County buildings.

### **ESSENTIAL FUNCTIONS:**

1. Performs skilled plumbing maintenance and repair of all County properties, buildings, and equipment. Practices highly skilled troubleshooting techniques to diagnose problems and recommend both temporary and permanent repairs.
2. Performs skilled preventative maintenance on all County plumbing equipment. Meticulously inspects equipment to identify potential problems and makes recommendations to prevent possible recurrence.

3. Performs skilled plumbing installations including design for building systems or equipment upgrades. Works with outside groups to design system replacements or upgrades and then completes installation.

#### **ADDITIONAL ESSENTIAL DUTIES:**

1. Provides time and cost estimates to complete projects.
2. Works with vendors to identify repair parts or equipment.
3. Purchases repair parts or equipment following County and department guidelines.
4. Assesses building or equipment conditions and reports back to management with recommendations for improvements or repair.
5. Inspects projects as assigned.
6. Obtains required permits.
7. Maintains knowledge of current plumbing codes and standards.
8. Performs plumbing design work.
9. Works with contractors to ensure proper installation of new plumbing systems.
10. Updates mechanical prints as required.
11. Maintains assigned County vehicle.
12. Inspects and repairs backflow preventers.
13. Cleans jobsite during work and upon completion.
14. Performs other related duties as may be assigned.
15. Maintains a professional appearance and manner with other County employees and the public.

#### **WORK RELATIONSHIPS:**

1. Reports to Facilities and Grounds Manager.
2. Works with other Facilities employees, other County employees, contractors, vendors and the public.

#### **REQUIRED EDUCATION, EXPERIENCE, TRAINING, AND CERTIFICATION:**

1. Master Plumber license required
2. Documented four years' experience in the field required.
3. Backflow tester and repair license required.
4. Experience in building plumbing systems.
5. Valid Wisconsin Driver's License.
6. Ability to meet and maintain Criminal Justice Information Services (CJIS) security clearance requirements.

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

1. Knowledge of state and local plumbing codes.
2. Schedule flexibility and availability for callback to accommodate departmental service needs.
3. Strong written and verbal communication skills including listening skills.
4. Computer skills including Microsoft Office applications and ability to learn and use building and equipment automation software.

#### **PHYSICAL REQUIREMENTS:**

1. Ability to lift items of 50 pounds or more several times per shift.
2. Ability to perform work from a standing or walking position throughout the majority of a shift.
3. Ability to perform heavy manual labor involving frequent bending, stooping, and climbing.

4. Ability to work from ladders, scaffolds, lifts, and boom trucks reaching heights up to 60 feet.