

# Plumber – Subsidiary

## 4

### APS Benchmark Listings

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Sub.No.	Bench- mark	Department	Working Title Job Title	Know-How				Creativity/ Problem Solving		Responsibility		Total Points
				Prof./ Cont.	Comp. Div.	H.R. Skills	Points	%	Points	Profile	Points	
<b>Plumber (Point Range 192 - 227)</b>												
004	<a href="#">044PL30</a>	Infrastructure	Plumber	D	I	1	132	25	33	R1	38	203

Last Review / Update: May 2024

## Subsidiary 4 Benchmark Evaluation – 044PL30

### Identification Section

<b>Working Title:</b>	Plumber
<b>Department:</b>	Infrastructure
<b>Division, Branch/Unit:</b>	Property Division, Property Management Branch, Government Centre
<b>Reports To:</b>	Facility Coordinator
<b>Levels to D.M.:</b>	6
<b>Job Description:</b>	<a href="#">044PL30</a>
<b>Minimum Recruitment Standard:</b>	See <a href="#">Minimum Recruitment Standards</a> for Plumber
<b>Job Code:</b>	<a href="#">044PL</a> - Plumber

### Comments on Role

The Plumber is responsible for the operation and repair of plumbing, heating, gas fitting, and/or mechanical systems within the assigned facility, with work requiring a journey person level plumber and gasfitter trade certification. Work includes maintaining hot water boilers, unit heaters, pumps, water distribution and/or irrigation maintenance systems, as well as performing plumbing/heating repairs, backflow prevention testing, and preventative and corrective maintenance activities. This position performs regular inspections and identifies corrective work requirements.

### Evaluation

Knowledge	Creativity / Problem Solving	Responsibility	Total Job Points
D   1 132	25% 33	R1 38	203

### Comments on Evaluation

- **Knowledge:**

**Professional/Content Knowledge:**

The position is rated “D” as it is a full working level tradesperson requiring a journey person plumbing and gasfitter trade certification, related in-service training, in addition to repair and maintenance experience. Knowledge of plumbing and gas related building codes and regulations, legislation, policies, and standards, and building maintenance practices and approaches is also required.

- **Complexity and Diversity:**

The position plans, prioritizes and coordinates activities related to the operation and maintenance requirements of plumbing and gas equipment and systems within the assigned facility (facilities). Where necessary position coordinates with other trades in response to attending to work activities.

**Human Relations Skill:**

The position is rated “1” as communication skills are for the purpose of receiving direction and exchanging technical information.

- **Creativity/Problem Solving:**

The position works within a framework of established policies, standards, procedures, guidelines, codes, and clear precedents. Within this framework and guided by scope of its trade, the position works independently to respond to work orders, anticipating issues and applies judgment to determine the best course of action. The scope of work is focused on repair and maintenance of the plumbing related systems and equipment operated within its assigned location; therefore, supports a rating of 25%. A rating of 29% is not applicable as both problems and solutions are standard and are found within scope of the trade.

- **Responsibility:**

Service delivery role ensuring the operations and maintenance of building plumbing and gas equipment and systems.

**Last Reviewed: May 2023**

## Subsidiary 4 Benchmark

### Job Description – 044PL30

#### Purpose

*(Brief summary of the job, covering the main responsibilities, the framework within which the job has to operate and the main contribution to the organization.)*

This position performs work essential to the efficient and effective operation and repair of plumbing, heating, gas fitting, and/or mechanical systems within the assigned facility, with work requiring a journey person level plumber and gasfitter trade certification. The Plumber maintains hot water boilers, unit heaters, water distribution and/or irrigation maintenance systems, as well as performing plumbing / heating repairs, backflow prevention testing, and preventative and corrective maintenance activities. This position is also relied on to perform regular inspections and identify corrective work requirements. Reporting to the Facilities Coordinator, the Plumber functions within applicable legislation, regulations, policies, guidelines, and standards.

#### Responsibilities and Activities

*(The purpose of the job can be broken down in different responsibilities and end results. Each end result shows what the job is accountable for, within what framework and what the added value is. Normally a job has 4-8 core end results. For each end result, approximately 3 major activities should be described.)*

Plumbing and gas equipment, pumps, building piping systems, and water and sewer distribution lines within the assigned facility are maintained and repaired in accordance with established policies, guidelines, and standards:

- Completes work order repair assignments, including repairing and replacing parts as required.
- Maintains equipment in accordance with preventative maintenance program.
- Compiles records, files, and reports on relevant equipment.

Plumbing, pumps, distribution lines, and mechanical systems within the assigned facility are installed and renovated in accordance with established policies, guidelines, and standards:

- Estimates associated material and labour requirements and costs.
- Installs equipment.
- Recommends improvements to building mechanical and piping systems.
- Interprets blueprints and specifications as required.

Administrative services are provided in support of facility operations and maintenance:

- Controls inventory of plumbing-related materials, parts, and tools.
- Maintains a clean and safe work area.
- Assists with development of quotes and tender documents for plumbing-related projects as required.
- Assists with preparing, scheduling, and performing preventative maintenance and other relevant programs.
- Assists other trades personnel.

## Scope

*(List specific information that illustrates what internal or external areas the job impacts, and the diversity, complexity, and creativity of the job.)*

Working within a team environment, this position independently performs activities requiring journeyperson level plumbing and gas fitting trade certification within the assigned facility, including installing, maintaining, and repairing a variety of complex mechanical equipment and systems. The Plumber displays initiative, judgement, and personal direction when carrying out responsibilities. This position must be able to coordinate work with other trades as necessary, prioritize and respond to work orders appropriately, anticipate potential issues, and provide solutions within established standards and procedures to avoid problems and delays in relation to services provided.

The Plumber collaborates with the supervisor, managers, and consultants to support operations by ensuring the effective completion of projects and provision of maintenance requirements within the assigned facility. Issues or situations outside established policies, directives, and guidelines or without clear precedent are discussed with the supervisor. Recommendations for changes to operational policies and processes or with major resource allocation or financial implications are also referred to the supervisor.

## Knowledge, Skills, and Abilities

*(Provide a list of the most important knowledge factors, skills and abilities including knowledge about practical procedures, specialized techniques, etc.; analytical and conceptual skills and abilities; and skills needed for direct interaction with others not only diplomas and degrees. Specific training if it is an occupational certification/registration required for the job.)*

### Qualifications:

- A journeyperson level plumbing and gasfitter trade certification is required.
- Training in Backflow Prevention / Confined Space / Fall Protection / Air Hawk Self Contained Breathing Apparatus / Scissor Lift / WHMIS is required, as is completion of Standard First Aid – Level C CPR and the GoA OH&S Leadership Course. In addition, training specific to the site may be required.

### Knowledge:

- Government business plans, goals, strategies, and priorities as they relate to the Ministry and work area.
- Mechanical and HVAC systems and components, as well as ability to analyze, troubleshoot, and repair related equipment and components associated with mechanical systems.
- Building maintenance practices and approaches, including relationship of other trades to plumbing and gas fitting work.
- Plumbing and gas related building codes and regulations, as well as ability to research plumbing information sources.
- Safe operation and maintenance of relevant tools and equipment.
- Relevant provisions of legislation, regulations, directives, and policies (e.g., *Occupational Health and Safety Act* and WHMIS regulations, First Aid and CPR standards, Code of Conduct and Ethics, *Freedom of Information and Protection of Privacy Act*).
- Relevant information and tracking systems and business productivity tools (e.g., Microsoft Office, internet).

### Skills and abilities:

- Written and verbal communication and interpersonal skills to interact positively with facility users, clients, contractors, and co-workers.

- Organizational and time management skills, including ability to prioritize multiple and competing requests for action.
- Problem solving skills.
- Read blueprints and specifications.
- Accurately estimate plumbing and gas fitting resources needed to complete larger scale projects.
- Plan, prioritize, and coordinate multiple activities under time pressures.
- Monitor work provided by contractors.
- Demonstrate initiative, sound judgment, flexibility, creativity, and attention to detail and accuracy.
- Demonstrate commitment to confidentiality, diplomacy, client service, and continuous improvement.

## Contacts

*(The main contacts of this position and the purpose of those contacts.)*

- The supervisor to receive instructions and clarify requirements.
- Facility users and clients to respond to work requests, exchange information, and organize service delivery.
- Representatives of Alberta Infrastructure and other departments to exchange information, respond to requests, and resolve issues.
- Contractors and suppliers to clarify requests, monitor work, and exchange information.

## Supervision Exercised

No supervision.