



VACANCY NOTICE

| | |
|-----------------------------------|--|
| POSITION: | Plumbing Technician |
| LOCATION: | Building & Grounds |
| START DATE: | ASAP |
| HOURS: | 12 month/8 hours per day; Monday-Friday |
| SALARY: | Market rate |
| QUALIFICATIONS/EXPERIENCE: | See attached job description |

Qualified applicants should complete an online application at www.district100.com. All **current employees** must submit an application within five (5) days of the posting date to be considered for this position. Please notify your current supervisor of your intent to transfer.

Human Resources Department
Belvidere Community Unit School District 100
1201 Fifth Avenue
Belvidere, IL 61008

Posting: March 26, 2025

Community Unit School District 100 does not discriminate on the basis of age, race, creed, color, handicap, sex, sexual orientation, development disability, national origin, ancestry or marital status



JOB DESCRIPTION

Position: Plumber/Maintenance
Supervisor: Facility Manager
Contract: Twelve Month Employee

I. QUALIFICATIONS

A. Required Qualifications

1. High school diploma or equivalent.
2. Minimum Illinois Journeyman certification for plumbing.
3. Valid Illinois driver's license.

B. Preferred Qualifications

1. Associate degree.
2. Backflow certification
3. Experience working in a school environment.

C. Skills and Knowledge

1. Knowledge of general math.
2. Ability to read technical information such as blueprints, mechanics, electronics, and manuals.
3. Ability to compose various documents and analyze situations to define issues and draw conclusions.
4. Specific knowledge of school building and/or commercial /industrial building mechanical, electrical, and plumbing systems and related codes. Standard principles, methods, materials, and equipment used in the skilled plumbing trade.
5. Work with specific job-related data using problem-solving to identify issues and adapt to changing work priorities with interruptions.
6. Utilize equipment under various conditions for multiple purposes while using various job-related equipment.
7. Ability to work with a wide diversity of individuals.
8. Excellent communication skills.
9. Experience using email and electronic systems to receive and process work orders.



D. Physical Requirements

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; significant climbing and balancing; considerable stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally, the job requires 10% sitting, 60% walking, and 30% standing.

E. Environment

1. This job may require work to be performed in extreme temperatures and under conditions with exposure to risk of injury and/or illness. May also include work conditions of various heights and/or cramped spaces. Selected candidates must use the necessary personal protective equipment (PPE) and promote good safety practices at all times.

II. RESPONSIBILITIES - Examples of duties but not limited to the following

A. Essential Job Functions

1. Installing, maintaining, and repairing plumbing systems and fixtures.
2. Inspecting and testing plumbing systems for safety, functionality, and code compliance.
3. Complies with all District safety requirements including the use of Personal Protective Equipment (PPE).
4. Works independently and can have flexible work hours based on District needs.
5. Maintains, installs, and repairs items such as but not limited to heating, air conditioning, plumbing, electrical, flooring, ceilings, wall coverings, and painting systems.
6. Performs all general maintenance operations on building systems, equipment, vehicles, furniture, instructional equipment, and buildings in general.
7. Attends District required training, classes, and conferences to meet safety and operational compliances.
8. Works with blueprints, schematics, and technical illustrations.
9. Maintains tools and equipment in safe working order.
10. Report all unsafe/unhealthy conditions observed in or on the buildings and grounds of the District to his/her supervisor.



11. Prioritizes work orders to address health and safety problems first.

12. Performs other related duties as assigned to ensure the efficient and effective functioning of the work unit.

13. Maintains inventory of all plumbing equipment, supplies, and assets of the District

14. Estimates time, materials and equipment needed to complete work projects for the purpose ensuring timely completion of projects.

B. Other Duties

1. Must have proficient computer skills.

2. All other duties assigned which relate to the functions of the District's needs.

3. Comply with all policies of the District including those in the District's Employee Handbook.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.