

**SCHOOL DISTRICT NO. 63
(SAANICH)**

JOB DESCRIPTION

CLASSIFICATION

Facilities

POSITION

Plumber/Gas

SUMMARY

Under direction of the Director of Facilities (or designate), operates, maintains, repairs and installs piping, fixtures and fittings used for water distribution, drainage of wastes and HVAC systems in accordance with all relevant codes and regulations.

Saanich School District has a limited maintenance compliment and it will be required that Trades Maintenance employees perform work in cross-classification assignments as directed.

DUTIES

General

- Installs, maintains and repairs plumbing systems and equipment required to operate those systems such as water mains, sanitary and storm water systems
- Installs, maintains and repairs gas systems and represents school district during government inspections of sites
- Maintains, tests and repairs fire sprinkler systems on a limited basis
- Maintains detailed operating records of fire suppression systems
- Maintains records of sewage treatment plants and performs monthly visual inspections and septic field visual inspections
- Tests and re-certifies backflow devices for preventative maintenance and cross connection threats
- Plans projects, designs and determines material requirements
- Operates computer based systems
- Reads and interprets drawings and specifications
- Provides estimates and advice on projects and keep records to track costs and orders material and equipment required for projects
- Researches, orders, receives and inventories related supplies and equipment
- Maintains tools and equipment in a safe and serviceable manner
- Operates and is responsible for school district vehicles and power tools
- Reports on work in progress
- Performs emergency call-in maintenance duties outside of assigned hours as required
- Monitors General Maintenance employees on a periodic basis
- Liaises with employees, contractors, regulatory agencies and other trades as required
- Snow removal with machinery, or by hand shoveling
- Digital technology; including email, online databases and facilities management software used by School District #63
- Performs other duties consistent up to the level of the assigned role.

QUALIFICATIONS

- Grade 12
- Certificate of Red Seal Apprenticeship as a Plumber as issued or recognized by the Province of BC or a Certificate of Trade Qualification in Plumbing as issued or recognized by the Province of BC
- A or B Gas Ticket

- Valid B.C. Class 5 Driver's License
- Five years' experience in related trade
- Thorough knowledge of plumbing codes and regulations WSBC, WHMIS regulations, etc
- Certification in backflow prevention devices is desirable
- Knowledge of computer hardware and software

Working Conditions

- Sufficient sight and hearing to perform related job duties
- Able to lift and carry supplies and equipment required to perform his/her duties in accordance with the WorkSafeBC Occupational Health and Safety Regulation
- Able to perform related physical and mental activities
- Able to work in a highly active physical environment
- Able to work in adverse weather conditions

DATE

February 2025

April 2022