KLEIN ISD
PROMISE2PURPOSE

JOB TITLE:	Journeyman Plumber
DATE REVISED:	August 3, 2026
REPORTS TO:	Plumbing Coordinator
DEPARTMENT/CAMPUS:	Facility & School Services: Maintenance
PAY GRADE/DUTY DAYS:	MT8, 260
FLSA:	Non-Exempt

JOB PURPOSE SUMMARY:

This position is responsible for conducting a wide range of plumbing tasks including, without limitation, emergency repairs, routine maintenance, and installation services across District facilities. This position is also responsible for providing oversight of new construction projects, regular inspections, and the supervision of specific plumbing projects, as required.

KEY FUNCTIONS, ESSENTIAL DUTIES, AND RESPONSIBILITIES:

Journeyman Plumbing:

1. Expedites emergency plumbing work, and ensures the delivery of rapid response to urgent issues.
2. Performs comprehensive repairs and replacements of boilers, pumps, and other plumbing components.
3. Assists in planning and inspecting new construction projects.
4. Installs and replaces laboratory equipment, as well as repair laundry and kitchen equipment.
5. Conducts preventative maintenance and regular checks on all District plumbing systems.
6. Maintains and repairs lift stations, and ensures all drains remain clear and functional.
7. Performs periodic checks and necessary repairs on gas systems and lift stations, as mandated by law.
8. Performs welding, cutting, and fabrication tasks related to plumbing, when necessary.
9. Initiates purchases of supplies for assigned equipment, and maintains accurate inventory.
10. Catalogs information regarding District plumbing equipment in accordance with applicable standard operating procedures.
11. Completes work tickets detailing hours worked, job costs, and associated information.
12. Provides supervisory oversight on projects requiring crews, as directed.
13. Performs regular assessments of plumbing systems to identify areas for efficiency improvements and potential upgrades.
14. Provides training and mentorship to apprentice plumbers on best practices, techniques, and safety procedures.
15. Offers technical support to other technicians and departments within the District on complex plumbing issues.
16. Collaborates with other maintenance teams to coordinate services and support multidisciplinary projects.
17. Participates in, and promotes, recycling and other sustainability initiatives, as directed.
18. Assists, as directed, in identifying opportunities for waste reduction, and the optimization of environmental outcomes in daily operations.
19. Participates in special projects, as assigned.

Compliance:

20. Performs all assigned work activities in accordance with standard procedures and protocols established by the department and District, and in accordance with applicable standards, procedures, protocols, practices, codes, and requirements as set forth by regulations and governing entities including, without limitation, Texas Education Agency, Occupational Safety & Health Administration (OSHA) regarding work and electrical safety standards and regulations, Environmental Protection Agency (EPA) regulations related to the safe disposal of waste, management of hazardous materials, and water quality standards, building and plumbing codes, and Title III of the Americans with Disabilities Act (ADA).
21. Demonstrates and maintains relevant and up-to-date working knowledge and understanding of compliance standards and regulatory requirements relevant to the job function.
22. Monitors respective work activity, and the work activity of others, for variances and anomalies.
23. Identifies and timely reports any known or suspected compliance issues to appropriate personnel.

24. Assists with audits and the preparation for audits, whether initiated internally or externally, as assigned.
25. Adheres to all other District wide policies and procedures including, but not limited to, human resources, safety, and emergency protocols.

General:

26. Demonstrates support towards the District's Shared Vision, Mission, and Promise 2 Purpose.
27. Assists department leadership in the compilation of miscellaneous confidential reports.
28. Attends departmental and organizational meetings, as required.
29. Participates in continuing education programs and related activities to maintain proficient understanding and working knowledge relevant to the job function and trade.
30. Displays integrity, responsibility, accountability, teamwork, and ethics.
31. Performs assigned job duties and responsibilities in accordance with established performance expectations, as well as with District policies, procedures, protocols and standard practices.
32. Demonstrates advanced working knowledge and understanding in the ability to read and interpret schematics, blueprints, manuals, technical drawings, as well as proper usage and maintenance of tools, equipment, and materials necessary for carrying out all essential duties and responsibilities of the job function.
33. Demonstrates proficient working knowledge and understanding of Microsoft Excel, Word, and Outlook, Google Shared applications to include Google Sheets, Google Docs, and Google Slides, as well as systems and applications that include, without limitation, facility management software, Building Information Management (BIM) software, and Inventory Management Software.
34. Maintains assigned work vehicle, tools, and equipment in clean, safe, and operable condition.
35. Performs other duties as assigned.

MINIMUM EDUCATION, EXPERIENCE & CREDENTIAL REQUIREMENTS

- High school diploma or equivalent GED
- Four years of experience working in a same or similar capacity within the plumbing trade
- Active, Valid, In Good Standing, and Duly Obtained Journeyman Plumber Texas licensure
- Active, Valid, and In Good Standing Texas Driver's License

CORE KNOWLEDGE, SKILLS & ABILITIES:

Continuous Improvement – Ensures work meets or exceeds standards, as well as identifies and implements ways to make job tasks or processes more efficient.

Cooperation – Works effectively with others in order to achieve a shared goal.

Time Management – Budgets, schedules, and manages own time to fulfill priorities effectively and efficiently.

Detail Oriented – Pays close attention to all the small particulars when working on a task or project and submits projects of high quality with little to no errors.

PHYSICAL REQUIREMENTS & WORKING CONDITIONS:

This role involves prolonged standing, walking, and frequent climbing, lifting, carrying, or moving objects up to 50 pounds. It requires full-body mobility, including balancing, stooping, and repeated use of arms and hands for material handling and installation. Work is performed in both climate-controlled and non-climate-controlled environments, with exposure to extreme temperatures, dust, fumes, vapors, odors, and mechanical, electrical, and chemical hazards. Occasional exposure to bright light and UV radiation from welding may occur. Use of appropriate Personal Protective Equipment (PPE) is required. The position also involves regular travel between district sites and operation of a motor vehicle on public roads.

EMPLOYEE ACKNOWLEDGEMENT:

My signature below acknowledges that I have received and read my job description, and that I understand the scope, essential job duties, knowledge, skills, and abilities, and working environment that apply to my job. I further acknowledge that I can safely and effectively perform the essential job duties with or without reasonable accommodation, and in accordance with the policies, procedures, expectations, and standards of the District.

Employee Printed Name: _____ **Employee ID Number:** _____

Employee Signature: _____ **Date:** _____