



Bellflower Unified School District

Personnel Services • 16703 S. Clark Ave. • Bellflower CA 90706 • 562-866-9011 Ext. 2120 • www.busd.k12.ca.us

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PLEASE POST

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DATED POSTED: OCTOBER 4, 2021

PLUMBER/HVAC
(Emphasis on plumbing)
Open and Promotional

SALARY: Minimum of \$4,685 to a maximum of \$5,696 per month. The salary is based on the 2019-20 salary schedule for unit members. This is a five step-salary schedule.

POSITION: Under administrative direction, perform skilled plumbing work in the installation, maintenance and repair of plumbing fixtures, components and systems to maintain district plumbing lines in safe and sanitary working condition; assure compliance with building codes applicable to the plumbing trade. Install, maintain and repair sinks, faucets, drinking fountains, pipes, valves, control devices, pumps, toilets, urinals and other fixtures, parts and equipment; replace leaking and defective parts in plumbing fixtures and systems; replace equipment, drains and fixtures as needed. Clean out drains and remove obstructions from water and sewer lines, systems, pumps, toilets, urinals and drinking fountains, repair or replace damaged water and sewer pipes, fittings and lines; repair or replace damaged pipes and sewer lines; cut, thread and connect pipes. Estimate labor, material and equipment needed for assigned projects; prepare cost estimates; monitor inventory levels of materials and equipment; order, receive and maintain adequate inventory of materials and equipment; prepare and process purchase orders. Plan, organize and lay out assigned tasks; interpret diagrams, blue prints, sketches and specifications; prepare rough drafts of projects; work from verbal and written instructions and work orders. Operate a variety of specialized equipment including sewer snakes, drills, saws, skip loaders, augers, and various hand and power tools; drive a vehicle to conduct work. Coordinate with contractors on plumbing installation, maintenance and repair projects as needed; assist with arranging for contractors and prepare related bids as required; assist in inspecting the work of outside contractors for accuracy and completeness. Perform related duties as assigned.

QUALIFICATIONS: **Education/Experience:** Any combination equivalent to graduation from high school supplemented by completion of an approved apprenticeship program in the plumbing trade and two years journey-level experience in the installation, maintenance and repair of plumbing fixtures and systems. **Knowledge/Abilities:** Methods, procedures, equipment and materials used in the plumbing trade; building codes related to the plumbing trade, operation and maintenance of tools and equipment used in the plumbing trade. The successful candidate will have the ability to perform skilled plumbing work in the installation, maintenance and repair of plumbing fixtures, components and systems in district buildings and facilities; maintain district plumbing lines in safe and sanitary working condition; plan and lay out plumbing; inspect and test plumbing systems to determine maintenance and repair needs; read and work from diagrams, blue prints, sketches and specifications; meet schedules and time lines; work independently with little direction, and establish and maintain cooperative and effective working relationships with others. **Other: A valid California driver's license and a driving record acceptable to the District for insurance purposes. Valid State of California Backflow Prevention Device Certification.**

EXAMINATION: The examination process may include a written examination, performance test, and oral interview.

APPLICATION: District application may be obtained at www.busd.k12.ca.us and at the above address between 8:00 a.m. and 4:30 p.m. Monday through Friday. **Must submit a district application, a letter of interest, and resume. Resumes will not be accepted in lieu of the required application. All offers of employment are conditional, based upon the successful completion of the following: Fingerprint/conviction clearance, drug screening, and a test for tuberculosis by a district approved physician.**

CLOSING DATE: Monday, October 25, 2021 at 4:30 p.m.

TEST DATE: To be determined.

APPLICATION REQUIREMENTS: Employment applications will be received in the Personnel Commission office Monday through Friday, between 8:00 a.m. and 4:30 p.m. All applications for employment with the school district must be made on official district forms and must be complete and accurate. All information you provide will be subject to review and verification. The Personnel Commission reserves the right to limit the number of qualified candidates for this examination. Your application will only be accepted if clearly indicates that you meet the minimum qualifications for the position. The Personnel Commission shall assume no responsibility for late notices, delays, or non-delivery by the United States mail service.

EXAMINATION NOTIFICATION: Notification of examination time and place may be made through the United States mail service or email.

CONVICTION RECORD: If you have ever been convicted, fined, or placed on probation for any violation of the law, you will be required to make a full explanation including dates, places, charges, and disposition of all cases. Although the existence of a conviction records does not automatically disqualify you from employment, failure to disclose all information pertaining to your record will result in immediate termination.

TUBERCULOSIS TESTING: Prior to employment, you will be required to pass a tuberculosis examination at your expense.

PHYSICAL EXAMINATION AND DRUG TESTING: Depending upon the position, prior to employment you will be required to successfully pass a physical examination and a drug screening test at the district's expense. Official offer of employment is conditional based upon medical examination results.

MILITARY SERVICE CREDIT: For entry level positions only. In order to obtain credit you must provide proof of qualifying military service at time of application.

MEDICAL, DENTAL, AND VISION PLANS: The District currently provides medical coverage through Kaiser with a choice of two Delta Dental plans and a vision care plan through VSP. Regular employees working 50% or more have various contribution options including cash in lieu of benefits.

RETIREMENT: The district has combined retirement plans with the Public Employees Retirement System (PERS) and the Old Age Survivor and Health Disability Insurance (OASHDI). This is a joint employer-employee retirement plan.

VACATION: Vacation ranges from 12 to 20 days per year based on 12 months of full-time employment and based on the number of years of service to the district, unless the position is designated as confidential in which case you receive 24 vacation days per year based on 12 months of full-time employment.

HOLIDAYS: The district provides 13 paid holidays per year based on 12 months of full-time employment.

OTHER LEAVES: The district has a variety of paid and unpaid leaves available such as bereavement, infant care, personal necessity, sick leave, maternity leave, and military leave.

ACCOMODATION: You are required to attach an explanation to your application for any accommodations you may need for examinations.

MERIT SYSTEMS: The Bellflower Unified School District is a merit system district (civil service). Therefore, all applicants will be judged solely on the basis of merit and fitness. Final selection will be made from the top three ranking candidates of an eligibility list established through the testing procedure unless otherwise noted such as with an unranked listing.

Notice of Non-Discrimination: Bellflower Unified School District prohibits discrimination, harassment, intimidation, and bullying based on actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religious creed, sex, sexual orientation, medical condition, marital status, military/veteran status, genetic information or association with a person or a group with one or more of these actual or perceived characteristics. Classified staff who have questions or concerns about the policy can contact the Business and Personnel Offices, at 562-866-9011, extension 2130.