

**NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY
THE HUMAN RESOURCES DIRECTOR**

The following actions are being posted in accordance with Civil Service Rule 109. In the absence of a protest addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

Posting No: 18
Fiscal Year: 2016/2017
Posted Date: 10/20/2016
Reposted Date: N/A

AMEND THE FOLLOWING JOB SPECIFICATION(S):
(Job specification(s) attached.)

Item #	Job Code	Title
1	7347	Plumber

Protests on an item should be addressed to the Human Resources Director and can be submitted by mail to the City and County of San Francisco, Department of Human Resources, 1 South Van Ness Ave, 4th Floor, San Francisco, CA 94103 or by email to DHR.ClassificationActionPostings@sfgov.org. All protests must be received in writing no later than close of business seven (7) calendar days from the posting date, and must include the posting and item number(s), the basis on which the protest is submitted and identify the affected parties.

For additional information regarding this proposed classification action, please contact Victor H Vallejo, Clerk, at (415) 557-4894 or by email at Victor.h.Vallejo@sfgov.org.

Copies of this notice may be obtained from the Department of Human Resources or from the website at: <http://sfdhr.org/index.aspx?page=109>. Copies of Civil Service Rule 109 may be obtained from the Department of Human Resources, the office of the Civil Service Commission at 25 Van Ness Ave, Suite 720, San Francisco, CA 94102 or from the website at: <http://www.sfgov3.org/index.aspx?page=328>.

cc: All Employee Organizations
All Departmental Personnel Officers
DHR – Class and Comp Unit
DHR – Client Services Unit
DHR – Employee Relations Unit
DHR – Recruitment and Assessment Unit
DHR – Client Services Operations
Micki Callahan, DHR
Michael Brown, CSC
Sandra Eng, CSC
Christopher Colandene, SFERS
Devin Macaulay, Controller/ Budget Division
Theresa Kao, Controller/ Budget Division
Drew Murrell, Controller/ Budget Division
E-File

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES**

**Title: Plumber
Job Code: 7347**

INTRODUCTION

Under general supervision, performs skilled plumbing work in the alteration, repair and maintenance of water, sewer and other plumbing systems; and performs related duties as required.

Requires responsibility for: following established plumbing methods and procedures. Nature of work involves: considerable physical effort and intermittent exposure to working conditions which may produce minor cuts, bruises, and abrasions; somewhat unpleasant physical and working surroundings, such as lack of adequate ventilation, cramped quarters and toxic conditions.

DISTINGUISHING FEATURES

The 7347 Plumber is the journey level classification of the Plumber series. It is distinguished from the 7213 Plumber Supervisor I in that the latter supervises subordinate plumbing staff, whereas the Plumber does not.

SUPERVISION EXERCISED

None

MAJOR, IMPORTANT, AND ESSENTIAL DUTIES

According to Civil Service Commission Rule 109, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Performs plumbing duties in connection with a wide variety of building alterations, maintenance and repair projects and other appurtenant and miscellaneous structures; installs, alters, replaces and repairs plumbing, such as water, sewage and drainage systems.
2. Cuts, bends, assembles and installs various pipes, fittings and fixtures for water, sanitary, drainage, heating, gas and other plumbing systems which involve the performance of hand, bench and maintenance plumbing tasks,
3. Installs, alters, repairs or replaces all plumbing fixtures, ~~including sinks, basins, and drinking fountains.~~
4. Threads, reams, assembles, caulks, solders and welds various pipes and component parts.
5. Installs, alters and repairs valves, fittings and other plumbing parts and equipment, including such items as hot water boilers, sterilizers, steam tables, sinks, thermal control apparatus, sprinkler heads, hydrants and service pipes.
6. Repairs and installs new water and drainage lines and waste and sewage pipes.
7. Checks plumbing fixtures for leaks and other defects; opens and cleans clogged drains, pipes

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and traps; ~~wipes and flushes joints.~~

8. Advises on selection, ordering and storing of plumbing supplies and equipment.
9. Maintains simple working records and reports.

IMPORTANT AND ESSENTIAL KNOWLEDGES, SKILLS, AND ABILITIES

Knowledge of: the practices, methods, tools and materials of the plumbing trade; applicable sanitary and safety codes and ordinances; occupational, hazards and the techniques of safety precautions.

Ability and Skill to: interpret and work from blueprints, sketches and drawings; plan and lay out details of work; work well with others; estimate materials and labor costs for plumbing jobs; use of the tools, materials and equipment of the plumbing trade; **communicate effectively both orally and in writing.**

MINIMUM QUALIFICATIONS

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

Education:

Requires ~~e~~Completion of high school, ~~supplemented by~~ **AND** completion of a recognized **five (5)-year** ~~a~~**Apprenticeship** in the craft.

Experience:

Three **(3)** years of experience as a journeyman plumber ~~or an equivalent combination of training and experience.~~

License and Certification:

Possession of a valid California driver's license.

Substitution:

Additional qualifying journey level experience may be substituted for the required plumbing apprenticeship on a year-for-year basis.

SUPPLEMENTAL INFORMATION

CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES

Title: Plumber
Job Code: 7347

PROMOTIVE LINES

To: ~~Plumber Foreman~~ **7213 Plumber Supervisor I**

From: ~~Original entrance examination~~

ORIGINATION DATE: 03/09/1961

AMENDED DATE: **10/XX/16**

REASON FOR AMENDMENT *To accurately reflect the current tasks, knowledge, skills & abilities, and minimum qualifications.*

BUSINESS UNIT(S): COMMN SFMTA SFCCD SFUSD