JOB DESCRIPTION
The UNIVERSITY of OKLAHOMA

Plumber IV

Job Code: 10263

Salary Grade: 21

FLSA Status: Non-Exempt

Job Family: Facilities Operations

Job Subfamily: Licensed Trades

The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.

Position Summary

Leads plumbing shop operations and administers daily workflow across facilities. Manages complex construction and maintenance projects for steam, chilled water, compressed air, laboratory, and fire protection piping systems.

Job Responsibilities

1. Directs daily plumbing shop operations, assigning work priorities and coordinating shift coverage.
2. Manages plumbing installations for remodel and new construction projects, ensuring compliance with applicable building codes and safety standards.
3. Inspects and approves completed plumbing work.
4. Develops and implements shop procedures, safety protocols, and quality standards for plumbing operations.
5. Estimates labor, materials, and timelines for complex plumbing and piping projects.
6. Coordinates with project managers, contractors, and other trades on construction and renovation projects.
7. Maintains shop records including work orders, time tracking, material lists, and inventory of plumbing parts and supplies.

Minimum Requirements

Required Education & Experience:

- Education: High School or GED
- Experience: 7 years

Required Certifications or Licenses:

- Must hold a current plumber journeyman's license with the State of Oklahoma or the ability to obtain same upon employment.
- A valid Oklahoma driver's license is required to operate University vehicles. (Employees who do not currently hold an Oklahoma driver's license must be able to obtain one within 30 days of hire.)

Verification of education and licensure (if applicable) will be required if selected for hire.

Knowledge, Skills, and Abilities

- Knowledge: Demonstrates advanced knowledge of routine and exceptional processes, systems, and/or tools required in the team or department and beyond through on-the-job training and/or certification or vocational training.
- Communication & Collaboration: Routinely collaborates with members of the immediate work team, other teams, and leaders to share information, resolve issues, and accomplish objectives.
- Problem Solving: Anticipates, recognizes and solves the most complex issues and questions that arise within the team, department, or with customers.
- Autonomy: Requires limited supervision and work may be accomplished without well-defined procedures.
- Leadership: May act as lead position Provides functional leadership and serves as a senior resource or subject-matter expert.

Working Conditions

- Physical work environment with exposure to varying indoor and outdoor conditions, including temperature extremes, noise, dust, and moving equipment.
- Frequent standing, walking, climbing, bending, stooping, and lifting of moderate to heavy materials.
- Use of tools, equipment, and personal protective equipment required.

- May require evening, weekend, or emergency-response hours.
- This position has been designated as safety-sensitive.

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