

## SUPERVISOR-PLUMBING/HEATING PLANT OPERATIONS\*

### **Function of Job:**

Under general supervision of designated supervisor, responsible for supporting and administering the campus plumbing, heating and energy management services, including emergency services, system improvements, and the supervision of plumbers, pipe fitters, and other assigned personnel in the installation, maintenance, and repair of various campus mechanical systems and projects.

### **Characteristic Duties and Responsibilities:**

1. Responsible for design, selection, installation, maintenance/repair of various campus mechanical equipment for heating and piping systems, including boilers, turbines, pumps, heat exchanges, hydrants/water mains, sprinkler systems, high/low pressure steam systems, high/low propane gas/cylinder filling operation systems, heating/domestic water distribution systems and ammonia refrigeration systems, and energy conservation systems as assigned.
2. Hire, train, supervise, evaluate and assign work to staff, including plumbers, pipe fitters, boiler operators, welders, staff enrolled in apprenticeship programs, and others as assigned; schedule staff and ensure staff response in emergencies.
3. Assist with establishing and maintaining operating budgets.
4. Map and mark underground utilities, and advise campus officials on any deficiencies related to mechanical systems and develop schedules for shop/projects coordination and preventive maintenance programs in consultation with supervisor.
5. Oversee automatic temperature control programs, including checking alarms, scheduling maintenance, and coordinating problem resolution with appropriate technicians.
6. Manage construction projects, including designing new work, securing materials, coordinating with other trades, troubleshooting, working with mechanical engineers and directing subcontractors and others as needed on campus projects and inspect projects as required.
7. Ensure compliance with health and safety regulations and proper working conditions.
8. Oversee management of swimming pool(s), including water quality, chemical testing, proper equipment maintenance and/or repair.
9. Perform duties of plumber/pipe fitter, following recognized procedures/techniques for such work, when required.
10. Maintain records as assigned for staff, tools, equipment and materials used for various projects; procure equipment and supplies, as required; and oversee quality/progress of work assignments.
11. Provide and/or attend appropriate seminars and training sessions.
12. Perform other related duties, as assigned.

### **Minimum Acceptable Qualifications:**

1. Master Plumber's license and National Institute for the Uniform Licensing of Power Engineers License.
2. Associate's degree in Heating/Ventilation/Controls curriculum, or equivalent and five years of related experience with at least two years in a supervisory position.
3. Knowledge of OSHA, boilers and unfired pressure codes, boiler chemistry and high pressure steam, piping and plumbing codes.
4. Computer skills as required by department.

9/25/98

System Approval

9/25/98

Effective Date

**This document is a generic classification specification of the University System of New Hampshire. Its purpose is to describe the representative responsibilities and general level of complexity, and it is not a substitute for the specific job description of the individual position**

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\* Revised - Original approved 1/16/75 as "Foreman-Plumber/Pipe fitters", and revised 5/31/78, 12/11/80, and 8/30/95 as "Supervisor-Plumber/Pipe fitters".