

14. Major Duties and Responsibilities

40% of time

The incumbent operates, maintains and is responsible for the potable water distribution system to include all piping for the circulating pumps, storage tanks, and water softeners; demonstrating the best Job Skills, Job Quality, Technical Expertise, Attitude and Customer Service. The incumbent shall be fully capable to perform pipefitting using various pipe materials including copper (pipe and tubing), PVC (pipe and tubing), galvanized steel and black iron piping ranging in sizes from ¼” to 6” showing his ability to Project Completion, Creativity and Problem Solving, making the best use of their time (Time Management). The work entails knowing the types of valves and gaskets and their installation and maintenance for each type of water pipe and tube, as well as soldering and threading of each type of water pipe and tube. Incumbent must know and be able to provide leak free connection to all systems. Incumbent may be called into work after hours, to include holidays, for any and all emergencies at residences and the embassy as required by the Embassy Management team.

40% of time

The incumbent shall be responsible for the operation and maintenance of the hot water generating equipment using safe and proper maintenance techniques. The incumbent shall be fully knowledgeable on the operation of these systems and the criticality of proper maintenance. The incumbent shall be proficient in the overhaul of the circulation pumps, multi-port valves, filters, control valves, check valves, venting systems, solar equipment and large commercial water heaters. Incumbent is required to know fire suppression systems and make repairs to the systems demonstrating his Initiative and Dedication. The incumbent shall be fully versed on the operation and maintenance of the sanitary sewage collection systems, tanks, ejection pumps and controls. Good Communication up and down the chain of command as well as excellent Attitude towards the Supervisor and Discretion on any issue related to the facilities is a must. It is imperative during his work to be Conscientious of US government property and demonstrate to his Supervisors his dependability on them.

10% of time

The incumbent provides welding services for the maintenance division. This includes fabrication of brackets, metal cages, shelving, boxes, etc., showing his Problem Solving abilities. The incumbent shall perform welding of tubing and box metals where good solid welds are required for both the horizontal and vertical positions. The incumbent shall be fluent in the proper cutting and grinding techniques of the trade demonstrating Professionalism and excellent Job Knowledge. The incumbent shall maintain and adhere to safe working practices at all times wearing the proper goggles, gloves and other Personal Protective Equipment (PPE). The incumbent shall maintain fire safety while in the performance of their duties. This position is also required to repair and maintain the vehicle barriers and mechanical gate systems that include the mechanical controls, hydraulics and power assist mechanisms.

5% of time

The incumbent works closely with the POSHO and APOSHO on Pest Management issues throughout the Embassy community to include the Chancery compound, warehouse and all residences. The incumbent will determine what the pest problem is and determine what solution will be taken to solve the pest problem. The incumbent will also ensure that the proper SHEM pest management paperwork is filled out before any pesticide is sprayed and then maintain the paperwork for five years after the application.

All chemicals for pest management will be inventoried and secured by the incumbent. The incumbent is also responsible for the installation, inspection and repair of all fire extinguishers within the Embassy community. The position will maintain all associated records for this equipment.

5% of Time

Perform other duties as indicated by the Embassy Management team, demonstrating team work and excellent attitude towards teammates and his Supervisor.

15. Qualifications Required for Effective Performance

- A. Education: - Completion of High School is required.
 - Certificate of completion and competency from a technical school in the field of Plumbing and Welding studies is required.
 - Completion of at least three years of a fully-structured training program producing journeyman level skills in the Plumbing and Welding trades, required.
- B. Prior Work Experience: Minimum of three years of journeyman level plumber and Welder experience is required.
- C. Post Entry Training: All safety related training.
- D. Language Proficiency: Level III (Good Working Knowledge) reading, writing and comprehension of English language is required.
- E. Job Knowledge: Must have full journeyman knowledge of established practices and procedures in plumbing and pipefitting. Must read and understand drawings and specifications. Must know various welding techniques and be knowledgeable in structural fabrication. Incumbent must possess knowledge of established industry safety regulations. Incumbent must possess knowledge of local city water and plumbing codes. Incumbent shall be familiar with American plumbing standards.
- F. Skills and Abilities: Must be proficient in the use of all power tools such as hammer drills, saws, power snakes, threading machines, etc. Incumbent shall be fully capable to fabricate brackets, stands, covers, tables, railings and various other structural applications as required. Must be proficient with centrifugal pumps and pump maintenance, water softeners, water heaters and solar panel applications. Incumbent must be a skilled pipe fitter working with various types of pipe materials such as black iron, galvanized, PVC, copper and cast iron. Incumbent must possess a valid driver's license enabling the use of vehicles up to 6 ton.

16. Position Elements

- A. Supervision Received: Incumbent receives daily guidance and assignments from Foreman (Pos. No. N52637)
- B. Supervision Exercised: None
- C. Available Guidelines: Incumbent works within the local, E U and U. S. plumbing code standards; works under U. S. government guidelines for safety and health; works with various prints and diagrams on various plumbing and mechanical systems throughout the

embassy. Incumbent is guided by the installation and operating manuals, of all the equipment.

- D. Exercise of Judgment: Exercise own judgment to determine problems and recommend the most cost effective method of installation, repair and/or resolutions of problems.
- E. Authority to Make Commitments: Incumbent will be required to handle petty cash for supplies and materials on occasion as necessary. All transactions shall be pre-obligated.
- F. Nature, Level and Purpose of Contacts: Frequently in contact with all American employees, Locally Employed Staff, Ambassadorial and DCM staff members, contractors and TDY employees, working for all entities of the U S government. Incumbent maintains contacts with vendors and suppliers and always in the performance of the incumbent's normal duties.
- G. Time Expected to Reach Full Performance Level: One Year