

,CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
 POSITION DUTY STATEMENT

PROPOSED

CURRENT

CDCR INSTITUTION OR HEADQUARTERS PROGRAM VALLEY STATE PRISON		POSITION NUMBER (Agency-Unit-Class-Serial) 919-216-6545-XXX		MCR / HCR 1
DIVISION / UNIT BUSINESS SERVICES / PLANT OPERATIONS		CLASSIFICATION TITLE PLUMBER II, CORRECTIONAL FACILITY		
		WORKING TITLE PLUMBER II, CF		
		TIME BASE / TENURE P / FT	CBID R12	WWG 2
LOCATION CHOWCHILLA		INCUMBENT		EFFECTIVE DATE
CDCR'S MISSION, VISION and CIMITMENT				
<p>Mission To facilitate the successful reintegration of the individuals in our care back to their communities equipped with the tools to be drug-free, healthy, and employable members of society by providing education, treatment, rehabilitative, and restorative justice programs, all in a safe and humane environment.</p> <p>Vision We enhance public safety and promote successful community reintegration through education, treatment, and active participation in rehabilitative and restorative justice programs.</p> <p>Commitment CDCR and CCHCS are committed to transforming the correctional landscape to create safer, more professional, and more fulfilling environments for our employees, the incarcerated population, and those supervised in our communities. Through systemwide improvements grounded in proven and emerging practices, we aim to strengthen rehabilitation, enhance workplace satisfaction, and support successful reentry into the community through our institutions, parole, and community partnerships. Our shared mission is to promote safety, wellness, and human dignity while fostering positive change for all those who live and work within our institutions and communities.</p> <p>CDCR and CCHCS are committed to building an inclusive respectful workplace. We are determined to attract and hire candidates from all communities and empower employees from a variety of backgrounds, perspectives, and personal experiences. We are proud to foster inclusion and drive collaborative efforts at all levels of the Department.</p>				
DIVISION OVERVIEW				
This position will conduct or supervise the installation, maintenance, inspection, and repair of standard plumbing equipment concerned with water, oil, gas, sewage, fire control, steam and refrigeration systems.				
GENERAL STATEMENT				
Under the direct supervision of the Supervisor of Building Trades and direction of the Plumber III, the Plumber II position will be utilized to assist other trades with plumbing repairs and projects throughout the facility. The Plumber II works with other workers repairing and maintaining the plumbing shop, tools, services lines and fixtures; which includes services and repairs to the water mains; sewer lines; storm drains; incarcerated person and staff restrooms; facility sinks; toilet fixtures and hardware; water circulating pumps; fire hydrants; cell and office water type fire extinguishing system; potable water supply systems and all other equipment associated with the plumbing trade. The Plumber II maintains order; supervises the conduct of persons committed to the Department of Corrections & Rehabilitation; prevents escapes and injury by these persons to themselves or others or to property; maintains security of working areas and work materials; inspects premises and searches incarcerated persons for contraband such as weapons or illegal drugs. As a Plumber II, you are expected to satisfy your duties, which include reporting to work on your scheduled workdays on a continuous basis. Perform other related tasks as required and other duties as assigned.				
% of time performing duties Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first.				
40%	Plan, Layout and inspect work with an incarcerated person crew engaged in the care and maintenance of the installation, maintenance and repair of plumbing, water and sewer lines. You shall be required to perform preventive maintenance, provide training and lead lesser skilled and experienced staff or apprentices. Complete Demand and Preventative Maintenance work orders as issued by the Standard Automated Preventive Maintenance System (SAPMS) Analyst.			
25%	Maintains accurate records of time and materials used daily in performing equipment repairs. Performs cost estimates to add or repair equipment. Prepares and submits requisitions for purchasing equipment and/or repair			

	parts. Maintains tool control in accordance with DOM keeping tools and equipment in a clean and safe working condition.
25%	Supervises incarcerated person workers, maintains incarcerated person timekeeping records, performs and documents safety and on-the-job training for other staff and incarcerated persons, ensures that all work is performed safely using required safety techniques and equipment in accordance with SB198 and the Institution Injury and Illness Prevention Program.
10%	Perform administrative duties including, but not limited to: adhere to Department policies, rules and procedures; submit administrative requests including leave, travel, and training in a timely and appropriate manner; accurately report time, submit timesheets by the due date attaching required documentation for absences. Responsible for meeting yearly In-Service Training requirements and obtaining On-the-Job Training as needed.

SPECIAL PERSONAL CHARACTERISTICS

- Influence, change, and strengthen the community. Set an example each day through positive and pro-social role modeling, utilizing dynamic security concepts through observation and building rapport.
- Willingness to play a significant role in the collaborative efforts toward rehabilitation and public safety enhancement.
- Ability to facilitate conversations as a coach and mentor, engaging in a respectful and understanding manner.
- Ability to build trust, improve communication, and assist with the transformation of correctional culture.

SPECIAL REQUIREMENTS

- CDCR does not recognize hostages for bargaining purposes. CDCR has a "NO HOSTAGE" policy and all prison incarcerated persons, visitors, nonemployees and employees shall be made aware of this.

CONSEQUENCE OF ERROR

- Consequences of error may result in loss of time and could cause significant delays in program production. Such delays can result in inefficient use or misdirection of department resources resulting in the inability to meet efficiency and time line goals, and varying degrees of negative financial impacts to the department.

To be reviewed and signed by the supervisor and employee:

EMPLOYEE'S STATEMENT:

- *I HAVE DISCUSSED THE DUTIES AND RESPONSIBILITIES OF THE POSITION WITH MY SUPERVISOR AND RECEIVED A COPY OF THIS DUTY STATEMENT.*

EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE
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SUPERVISOR'S STATEMENT:

- *I CERTIFY THIS DUTY STATEMENT REFLECTS CURRENT AND AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION*
- *I HAVE DISCUSSED THE DUTIES AND RESPONSIBILITIES OF THE POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE A COPY OF THIS DUTY STATEMENT.*

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
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