

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

POSITION DUTY STATEMENT

☐ PROPOSED

☒ CURRENT

CDCR INSTITUTION OR HEADQUARTERS PROGRAM Folsom State Prison		POSITION NUMBER (Agency-Unit-Class-Serial) 071-216-6594-001	
DIVISION / UNIT Business Services/Plant Operations		CLASSIFICATION TITLE Plumber II, Correctional Facility	
		WORKING TITLE Plumber II, Correctional Facility	
		TIME BASE / TENURE PFT	CBID R12
LOCATION 300 Prison Rd. Represa, CA 95671		INCUMBENT	
		EFFECTIVE DATE	

CDCR'S MISSION, VISION and COMMITMENT

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.

Vision

We enhance public safety and promote successful community reintegration through education, treatment, and active participation in rehabilitative and restorative justice programs.

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.

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.

DIVISION OVERVIEW

BRIEFLY DESCRIBE THE DIVISION/UNIT FUNCTIONS

You are a valued member of the department's team. You are expected to work cooperatively with team members and others to enable the department to provide the highest level of service possible. Your creativity and productivity are encouraged. Your efforts to treat others fairly, honestly and with respect are important to everyone who works with you.

GENERAL STATEMENT

BRIEFLY (1 OR 2 sentences) DESCRIBE THE POSITION'S ORGANIZATIONAL SETTING AND MAJOR FUNCTIONS

Under the supervision of the Supervisor of Building Trades, and with direction from a Plumber III, the Plumber II repairs and provides preventive maintenance to plumbing systems and fixtures throughout Folsom State Prison.

% 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.
35%	The incumbent repairs and/or installs potable and non-potable plumbing systems as per UPC Codes, maintains, inspects and repairs standard plumbing equipment concerned with water, gas, oil, sewage, fire control and steam systems. Clears and repairs damaged sewer lines and storm drains. Assesses material and equipment needed to perform the functions of this classification, as well as following through with the proper procurement procedures to obtain them.
35%	Responsible for upholding the Department's policies regarding the Inmate Work Incentive Program by keeping accurate daily accountability of inmate time and ensuring the security of those documents. Follows all policies in regard to SB-198 and provides safety training to assigned inmates. Maintains tool control in accordance with

	DOM, Section 52040, keeping tools and equipment clean and in a safe working conditions and maintains hazardous material inventory as required per departmental policy.
10%	Layout, plan, draw rough sketches, prepare cost estimates for labor, materials and develop completion time frames for each project.
10%	Responsible for an assigned inmate crew from the time they arrive at the Plant Operations Plumbing Shop, until the time they return to the Lower Yard Count Gate. The Plumber II may assist custodial staff with inmate searches.
10%	The incumbent is required to obtain a combination of 40 hours per year of In-Service Training and on-the-job training. This will consist of safe work practices training in accordance with the established Injury and Illness Prevention Program (IIPP). The incumbent is required to participate in safety meetings, provide safety-related training to inmate workers, and encourage the prevention of accidents and injuries.
5%	Attends staff meetings and conferences as required. Responsible for meeting yearly In-Service Training requirements and for obtaining On-the-Job Training as needed. Assist with special projects and perform other duties as required.

SPECIAL REQUIREMENTS

- CDCR does not recognize hostages for bargaining purposes. CDCR has a "NO HOSTAGE" policy and all prison inmates, visitors, nonemployees and employees shall be made aware of this.
- Maintenance of peace officer standards and training in accordance with Penal Code 832 and Departmental Operations Manual sections 32010.19.1, 33020.13, and 86010.13.

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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