

## UW HEALTH JOB DESCRIPTION

### STEAMFITTER LEAD

<b>Job Code: 410049</b>	<b>FLSA Status: Non-Exempt</b>	<b>Mgt. Approval: W. Abbott</b>	<b>Date: 8.2018</b>
<b>Department: Maintenance &amp; Engineering Services</b>		<b>HR Approval: K. Sawyer</b>	<b>Date: 8.2018</b>

### JOB SUMMARY

The nature of the services provided by this position may affect UW Health Patients, Visitors, Employees and departments. A wide variety of both internal and external relationships are involved in carrying out the duties of this position.

This position performs lead steamfitter duties over other steamfitters, under the supervision of the Mechanical Trades Supervisor for Maintenance & Engineering Services at UW Health.

Maintenance & Engineering Services is committed to the highest standard of Customer Relations principles. Team members will serve as role models by practicing exemplary behaviors when working with patients, visitors and fellow staff members. Hospital environment requires quicker than normal response to system and equipment failures. The hours worked often require emergency response, frequently without immediate direct assistance from supervisor.

### MAJOR RESPONSIBILITIES

#### Lead Duties

- Day to day lead for apprentices, teammates, and contractors.
- Meet regularly with supervisor to provide updated information on jobs in progress, scheduled work, and backlog.
- Report daily any manpower deficiencies.
- Estimate: materials, labor costs, etc. as requested/required by Plant Engineering, UW Health, CSC and/or its occupants.
- Order materials, tools, etc.
- Arrange for pick-up or delivery of materials, tools, etc.
- Assign steamfitters to perform work.
- Insure that all necessary forms, permits, precautions, etc. are fulfilled prior to the start of all work.
- Communicate to staff the work to be done, suggest means or methods for timely completion of work.
- Provide technical support for staff.
- Follow progress of jobs to insure reasonable labor and material costs are maintained daily.
- Coordinate work in conjunction with other trades, maintenance staff, and occupants of service area.
- Receive and enter work orders into computer system.
- Respond to customer calls, report to supervisor problems.
- Review daily time slips turn in by craft workers to insure completeness and accuracy.
- Review completed service requests to insure completeness, accuracy, and included material costs.
- Attend meetings as requested by assigned Supervisor.
- Participate in the 24/7 emergency call back rotation.

#### Install and Maintain HVAC Equipment

- Air Handler units, roof top units, split systems, computer room systems, humidification systems.
- Steam heating and hot water heating systems, and gas and electric heating systems, Heat exchangers for domestic and heating water systems.
- Steam Traps, control valves, condensate systems, pumps, piping systems, PRV Stations.
- Chilled water, glycol, and DX (direct expansion) systems.
- Welding, brazing, soldering.
- Install and trouble shoot pneumatic and DDC control systems, PC work related also.
- Welding and Brazing skills.
- Assist all trades, contractors in building system shut downs and tie in.
- Understand High – Medium – low pressure steam.
- Work and support other crafts and hospital staff.

#### Install and maintain sprinkler systems.

- Work with contractors on system tie-ins and installations.

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### Install and maintain hospital equipment.

- All types of equipment to include sterilizers and autoclaves and washers etc.
- Dishwashers and miscellaneous kitchen equipment.

### Install and maintain refrigeration systems.

- Ice machines and drinking fountains.
- Ultra-cold equipment.
- Reach-in and walk-in coolers and freezers.
- Environmental cold rooms.
- Split system.
- EPA rules and regulations.
- Miscellaneous hospital equipment and appliances.

### Reports and Policies and Recordkeeping

- Policies and procedures as to Maintenance & Engineering and UW Health.
- EPA refrigeration compliance recordkeeping.
- Fire protection and testing reports.
- Understand and create preventive maintenance and repair work reports to include material, ASSET / WAM records, etc.
- Understand policies and procedures for work order and attendance timekeeping.

**ALL DUTIES AND REQUIREMENTS MUST BE PERFORMED CONSISTENT WITH THE UW HEALTH PERFORMANCE STANDARDS.**

### JOB REQUIREMENTS

Education	Minimum	High School Diploma or GED.
	Preferred	Five year steamfitter apprenticeship.
Work Experience	Minimum	Three years of service work experience and construction experience.
	Preferred	Five years' service, construction / installation of mechanical systems.
Licenses & Certifications	Minimum	<ul style="list-style-type: none"> <li>• EPA Certificate.</li> <li>• Journeyman Certificate.</li> </ul>
	Preferred	
Required Skills, Knowledge, and Abilities		<ul style="list-style-type: none"> <li>• Valid Driver's License.</li> <li>• Knowledge of all methods, procedures, practices and tools of the steam fitting trade.</li> <li>• Ability to read and interpret blueprints, schematics and diagrams.</li> <li>• Possession of good customer service skills.</li> <li>• Proficient with Microsoft Office Applications.</li> </ul>

### AGE SPECIFIC COMPETENCY (Clinical jobs only)

Identify age-specific competencies for direct and indirect patient care providers who regularly assess, manage and treat patients.

**Instructions:** Indicate the age groups of patients served either by direct or indirect patient care by checking the appropriate boxes below. Next,

<input type="checkbox"/>	Infants (Birth – 11 months)	<input type="checkbox"/>	Adolescent (13 – 19 years)
<input type="checkbox"/>	Toddlers (1 – 3 years)	<input type="checkbox"/>	Young Adult (20 – 40 years)
<input type="checkbox"/>	Preschool (4 – 5 years)	<input type="checkbox"/>	Middle Adult (41 – 65 years)
<input type="checkbox"/>	School Age (6 – 12 years)	<input type="checkbox"/>	Older Adult (Over 65 years)

### JOB FUNCTIONS

Review the employee's job description and identify each essential function that is performed differently based on the age group of the patient.

### PHYSICAL REQUIREMENTS

**Indicate the appropriate physical requirements of this job in the course of a shift.** *Note: reasonable accommodations may be made available for individuals with disabilities to perform the essential functions of this position.*

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Physical Demand Level		Occasional Up to 33% of the time	Frequent 34%-66% of the time	Constant 67%-100% of the time
	<b>Sedentary:</b> Ability to lift up to 10 pounds maximum and occasionally lifting and/or carrying such articles as dockets, ledgers and small tools. Although a sedentary job is defined as one, which involves sitting, a certain amount of walking and standing is often necessary in carrying out job duties. Jobs are sedentary if walking and standing are required only occasionally and other sedentary criteria are met.	<b>Up to 10#</b>	<b>Negligible</b>	<b>Negligible</b>
	<b>Light:</b> Ability to lift up to 20 pounds maximum with frequent lifting and/or carrying of objects weighing up to 10 pounds. Even though the weight lifted may only be a negligible amount, a job is in this category when it requires walking or standing to a significant degree.	<b>Up to 20#</b>	<b>Up to 10#</b> or requires significant walking or standing, or requires pushing/pulling of arm/leg controls	<b>Negligible</b> or constant push/pull of items of negligible weight
	<b>Medium:</b> Ability to lift up to 50 pounds maximum with frequent lifting/and or carrying objects weighing up to 25 pounds.	<b>20-50#</b>	<b>10-25#</b>	<b>Negligible-10#</b>
<b>X</b>	<b>Heavy:</b> Ability to lift up to 100 pounds maximum with frequent lifting and/or carrying objects weighing up to 50 pounds.	<b>50-100#</b>	<b>25-50#</b>	<b>10-20#</b>
	<b>Very Heavy:</b> Ability to lift over 100 pounds with frequent lifting and/or carrying objects weighing over 50 pounds.	<b>Over 100#</b>	<b>Over 50#</b>	<b>Over 20#</b>
<b>Other</b> - list any other physical requirements or bona fide occupational qualifications not indicated above:				

Note: The purpose of this document is to describe the general nature and level of work performed by personnel so classified; it is not intended to serve as an inclusive list of all responsibilities associated with this position.