NHS TAYSIDE – AGENDA FOR CHANGE

JOB DESCRIPTION

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| 1. JOB IDENTIFICATION | Job Title | Plumber |
| Department(s)/Location | Estates |
| Number of job holders | 14 |
| JOB PURPOSE The Post Holder will act as a fully trained Plumber to provide Plumbing Services to meet the needs of the  Service.  To Install, Repair and Maintain Plumbing Fixtures and Equipment within all Property’s of the Organisation in  order that the fixtures and equipment can carry out its intended purpose safely, and to ensure the smooth  operation of the Plumbing Systems within the Organisation. | | |
| ORGANISATIONAL POSITIONMaintenance Supervisor [  Maintenance Chargehand  [ Plumber --- Outside Contractor [  Maintenance Assistant | | |
| SCOPE AND RANGE (EXAMPLES) To perform work including activities that may be demanding and/or non-routine.  Responsible for Testing, Fault Finding and Repair on Plumbing Fixtures and Equipment  (Water Filtration  Plant, Thermostatic Mixing Valves, Pipe work, Showers, Water Heaters, Temperature Readings, Sprinkler Systems, Emergency Water Bypass Systems, Water Meter Readings). | | |
| MAIN DUTIES/RESPONSIBILITIES  * To work in accordance with the requirements of SHTM(04), Water Supplies, as an appointed Competent Person. * To work in Hazardous areas taking all Safety measures to prevent Danger, Avoid Injury, and Prevent Damage to Equipment. * To participate in the operation of Plumbing Planned Maintenance Schemes, and the Management Control System (Job Dockets, Timesheets). * To undertake essential repair work and general maintenance activities under the instruction of the Plumbing Chargehand/Supervisor. * To liase with the Plumbing Chargehand/Supervisor regarding plant or equipment failures and to request supply of goods and/or services as necessary. * To carry out Planned Preventative Maintenance, Inspection, and Testing in accordance with agreed procedures and relevant HTM`s. * To complete all report sheets, Test Certificates, and Log Books as necessary. * To undertake Water and Temperature Sampling (Infection Control), and carry out Disinfection/Sterilization of Plumbing Systems. * To follow detailed Plumbing drawings and Manufacturers Specifications with reference to the Plumbing Chargehand/Supervisor when necessary. * To use all relevant tools and equipment within safety guidelines as necessary for the completion of works. * To undertake FaultFinding on Complex and Critical Plumbing Systems and Equipment, using FaultFinding Skills and detailed examination to gain a solution. * To carry out Alterations and Install new plumbing, filtration systems and pipe work. * To carry Communication Devices (Pagers and/or Two way Radios) to facilitate immediate response to Emergences. * To erect and use Access and Restraint Equipment safely and effectively. * Follow polices, procedures HTM`s, statuary guidelines, and codes of practice as relevant and propose changes to working practices for own work area. * To participate in the Estates Department ad hoc Call-out scheme, and if available, to cover emergencies out of hours working, 24 hours per day. | | |
| COMMUNICATIONS AND RELATIONSHIPS  * Ability to Understand and Communicate complex information. * Ability to work unsupervised or as part of a team while fostering positive co-operative relationships with other estates groups and departments. * Good Communication Skills. * To project a positive and professional manner and attitude at all times. * To be adaptable to change within the organization. * Energetic, dynamic and positive approach to challenging situations. * Self motivated, flexible, adaptable and innovative. * To provide Training, Technical Advice and Support to Trainees and Maintenance Assistants. * To be responsible for the supervision of Trainees and Maintenance Assistants while working with them. * To Liase with and Assist specialist Contractors. | | |
| KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB Recognized and registered EITB or CITB (or equivalent) craft apprenticeship.  Plus  HNC/ ONC/ BTEC Building and Engineering Services (Plumbing)  Or  City & Guilds 596 Advanced Craft Certificate in both:  Sanitary Plumbing  And  Installation & Maintenance of Domestic Heating Systems & Appliances  Or  Equivalent Approved Qualification, or in special circumstances equivalent experience.  And  Experience and Training, which will be appropriate to satisfy the necessary academic  standards, required.     * Legionella Risk Management, Water bylaws 2000. * To work with Friatech fittings. * Training in Lifting and Handling, First Aid, Asbestos Awareness, Confined Spaces, Restraint Systems, Scaffolding Erection, and Safety at Work * To attend training establishments/on the job training as necessary. * To have knowledge of own trade to a high level of skill that will enable them to deliver a constant and consistent high standard of work, which they have been trained in or are otherwise experienced to deliver. | | |

ESSENTIAL ADDITIONAL INFORMATION

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| 1. SYSTEMS AND EQUIPMENT (EXAMPLES)  * Complex Systems: - Emergency Water Bypass System, Water and Temperature Sampling (Infection Control), Changing water supply from Mains to Emergency. * Service, Test, Diagnose, Repair, and Calibrate, Advanced Systems: - Thermostatic Valves, Temperature Control of Sentenal Taps, Dental Units, Sterilization Equipment, Fire Hydrant Systems. * Repair and Maintain using relevant Tools and Equipment Existing Equipment and Fixtures: - Valves, Pipe work and Fittings, Sinks, W.Cs, Showers, Sluice Machines/Waste Disposals, Hot Water Boilers, Ice Makers, Drains, Roof Guttering, Changing Filters, Meter readings, Brazing/Welding Pipe work. * Install and Commission New Equipment and Fixtures as required: - Ice Makers, Hot Water Boilers, New Valves and Pipe work (New Installations), Install Temporary Kitchens, Mobile Disinfection Unit. * Work with sheet metal, copper, lead, including lead burning.  **Responsibility for Records Management** All records created in the course of the business of NHS Tayside are corporate records and are public records under the terms of the Public Records (Scotland) Act 2011. This includes email messages and other electronic records. It is your responsibility to ensure that you keep appropriate records of your work in NHS Tayside and manage those records in keeping with the NHS Tayside Records Management Policy and with any guidance produced by NHS Tayside specific to your employment. |
| PHYSICAL DEMANDS OF THE JOB (EXAMPLES)  * Periods of Intense Physical Effort: - Removing Heavy Inspection Panels, Lifting and Fitting Pipe work at High Levels, Installing Heavy Equipment. * Periods of Intense Mental Effort: - Using Fine Tools, Fault Finding on Domestic Hot Water Circulation Faults, Configuring Domestic Hot Water Systems and Valve Layouts. * Periods of Emotional Effort: - Working in Post Mortem Suites, Body Fridges, Children’s Wards, and Contact with Terminally ill and isolated Patients. * Working in Confined Spaces: - Working in and around Ducting and Pipe work, Plant rooms, Roof Spaces, Voids and Crawl Spaces, Water Tanks. * Working in Hazardous Areas; - Unblocking Sluice Machines/Waste Disposals (Body Fluids, Fumes, Sewage), Working at Heights, Working on Radioactive and Chemical Drainage, Removing Glass Fibre Insulation from Pipe work, Cleaning Drains, Working in Controlled Infectious Areas. * Working in Dusty/Dirty/High/Low Temperature Areas: - Working in Plant rooms, Calorifer plant rooms, Roof and Crawl Spaces. |
| DECISIONS AND JUDGEMENTS Plan and Organize, own workload to find, Prioritized, Proactive Solutions to suit the needs of the service, applying Skills, Judgement, and Experience to minimize and control the hazards to patients, staff, visitors, and themselves within the properties of the Organization through failure of Systems.  Operate Unsupervised and use own Initiative to establish the performance or other attributes of a System and to Compare, Analyse and Interpretate the results, to Determine Remedial Action/Spares required. |
| MOST CHALLENGING/DIFFICULT PARTS OF THE JOB Keeping up to date with the advances of technology in the Plumbing fields through Training and Personnel Development.  Location of Circulation Faults, and Isolation of Hot and Cold water Pipe work in a continuously expanding/changing property. |
| JOB DESCRIPTION AGREEMENT The job description will need to be signed off using the attached sheet by each post holder to whom the job description applies. |

**JOB DESCRIPTION AND ESSENTIAL ADDITIONAL INFORMATION FORM – SIGNATURE OF AGREEMENT**

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| **Post Title** | Plumber |
| **Reference Number** |  |

The attached job description and essential additional information will be used as part of the Agenda for Change assimilation exercise and therefore the job-matching panel may wish to seek further clarification on any issues contained within the documents. Should this be necessary please identify an appropriate Manager and Staff representative who can be contacted.

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| **Responsible Manager** | Garry Johnstone |
| **Contact No.** | 32405 |
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| **Staff Representative** |  |
| **Contact No.** |  |