Seeking qualified applicants for
Pipes/Mechanical Trades I

Plumber
This position is open only to Colorado state residents.

CLASS TITLE: PIPE/MECHANICAL TRADES I

LOCATION: Mesa County, Colorado

PRIMARY PHYSICAL WORK ADDRESS: Colorado Mesa University, 1100 N. Avenue, Grand Junction, CO 81501

SALARY: $19.68 /Hour

FLSA STATUS: Non-Exempt; position is eligible for overtime compensation.

OPENING DATE: 03/10/16

CLOSING DATE: 04/11/16 05:00 PM

JOB TYPE: Full Time

DEPARTMENT INFORMATION:

YOU MUST BE A RESIDENT OF COLORADO TO APPLY

Information about the job: The purpose of this work unit is to operate and maintain the mechanical systems of the facilities in order to provide an environment conducive to the learning process. The Facilities Services Department also provides construction services for minor remodel and controlled maintenance projects.

DESCRIPTION OF JOB:

Job Duties: Trouble shoot and maintain plumbing and associated systems which include heating/cooling, closed loop, domestic hot and cold water, Geo exchange system components, heat pumps, refrigeration units, sanitary, and natural gas distribution. Associated systems include: back flow prevention, pumps, boilers, meters, valves, and associated controls. Maintenance includes removing clogs from plumbing fixtures and building waste lines. Perform preventative maintenance which includes but is not limited to corrosion prevention, water treatment, exercising valves, draining and inspecting vessels, cleaning burner assemblies, and other preventative measures as necessary. Repair or replace standard building plumbing.
equipment in bathrooms, kitchens, and laboratories, including water and gas delivery, use, and disposal. Repair or replace heating and cooling systems or system components, including compressors, coils, refrigerant, motors, VFD's, controls, valves, gages and filters. Modify or upgrade standard building plumbing and HVAC equipment to meet new or changed requirements, such as in minor remodels or to meet ADA requirements. Install new standard building plumbing and HVAC equipment associated with minor remodels. Record the inspection, testing, and repairing of system components, and equipment. Requires use of CMU vehicle or golf cart to take equipment/tools to job site or pick up parts from an in town vendor. Maintain tools, equipment, vehicles, and materials in a professional manner to promote safe and efficient completion of tasks. Perform snow removal. Other duties as assigned.

**MINIMUM QUALIFICATIONS, SUBSTITUTIONS, CONDITIONS OF EMPLOYMENT & APPEAL RIGHTS:**

**Minimum Qualifications:** Two years of progressively responsible experience in commercial plumbing is required. This work experience must be the primary function of your previous or current work assignments. Must possess a valid Colorado driver's license.

**ATTENTION!**
The first stage of the comparative analysis process for candidates who meet minimum qualifications is an application review. Therefore it is paramount that you follow directions provided in this job announcement and address in detail your experience with the duties mentioned above in the experience portion of your application.

**Required Competencies:** Ability to analyze and respond to work orders, diagnose problems, anticipate challenges, and prepare and implement a plan of action while considering safety and security. Ability to coordinate work with other Facilities work units. Keyboarding and computer skills. Excellent customer service skills. Knowledge of how to safely handle hazardous materials. Ability to climb ladders, enter crawl spaces and use scaffolding safely.

**Preferred Qualifications:** Previous experience working at an educational institution

**Conditions of Employment:** In accordance with Colorado Mesa University policy, finalist must successfully complete a criminal background check, pre-employment physical and drug screen. Required to report without delay or interruption to provide essential or emergency services to ensure health, safety, and welfare.

**SUPPLEMENTAL INFORMATION:**

Resumes may be included, but applications stating "See Resume" for experience will not be accepted in lieu of the properly completed State of Colorado application forms.

**IMPORTANT INFORMATION:** Applications are part of the selection process and will be reviewed to determine if you meet the minimum qualifications for the position. Be sure the requirements listed above are specifically addressed on your application; failure to do so may result in the rejection of your application. **Also, as applications may serve as all or part of the comparative analysis process for this position, it is to your benefit to address your experience with the duties listed above in detail.** Applications may be evaluated by a panel of subject matter experts who will rate your education, training and experience as demonstrated on your application. Attach additional pages if necessary to fully explain your experience and education.
Your application will be reviewed by a qualified Human Resources Specialist to determine if you meet the minimum qualifications. If it is determined that your application does not meet the announced minimum qualifications, you will be notified in writing and may contact Lee Schmalz at 970-248-1655 or Shannon Mims at 970-248-1093 within five days of receipt to attempt informal resolution of the matter. If you still do not agree with our decision regarding your qualifications, you have the right to have that decision reviewed by the State Personnel Director. Your request for a Director's review must be received in the State Personnel Director's office within ten days from your receipt of the letter informing you that you do not qualify and should include the following: 1) Job Title; 2) Agency involved; 3) Name of the agency representative spoken to during informal resolution attempts; 4) Date(s) of the conversations; 5) Specific issue(s); 6) Reason it is believed the decision was arbitrary, capricious, or contrary to rule or law. Direct your request to:

State Personnel Board
633 17th Street, Suite 1320
Denver, CO 80202-3604
Fax: 303-866-5038

To request a Director's review, you are required to complete and submit the Colorado State Personnel Consolidated Appeal/Dispute Form, available at http://www.colorado.gov/cs/Satellite/DPA-SPB/SPB/1232721347216. Instructions for completing the form, as well as State Personnel Board Rules and Director's Administrative Procedures, are also available on the same Website. Public libraries offer internet access. If you are not able to access the forms on the internet or if you require assistance, please contact our Human Resources Office.

Appeal Rights: Under Colorado State Statute and State Personnel Procedures you have the right to request a review of or appeal to the State Personnel Director any step of the selection process, if you believe the action taken to be arbitrary, capricious or contrary to rule or law. If you believe the content of an examination was arbitrary, capricious or contrary to rule or law (scores and ranks are not considered as conduct or content), your appeal must be in writing and received no later than 10 calendar days from the date the examination was administered. Utilizing the Colorado State Personnel Consolidated Appeal/Dispute Form, which can be found at http://www.colorado.gov/cs/Satellite/DPA-SPB/SPB/1232721347216, send appeals to the appropriate address as indicated on the Consolidated Appeal/Dispute Form. The above ten-day deadline and appeal procedures apply, as well, to all charges of discrimination.

Address Confidentiality Program: If you are covered by the Address Confidentiality Program, CRS 24-21-201 through 24-21-214, please notify the HR office or analyst listed on this announcement so that you are provided the appropriate time extension for notifications provided by U.S. mail. The extension allowed under this program applies only to U.S.mail notifications that include a deadline of 10 days or less.

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THE STATE OF COLORADO IS AN EQUAL OPPORTUNITY EMPLOYER
HOW TO APPLY: Thank you for your interest. Submit an on-line application by clicking the link below or submit a State of Colorado Application for Announced Vacancy and all supplemental questions according to the instructions provided below. Failure to submit a complete and timely application may result in the rejection of your application. Applicants are responsible for ensuring that application materials are received by the appropriate Human Resources office before the closing date and time listed above.

IF NOT APPLYING ON-LINE, SUBMIT APPLICATION TO:
Colorado Mesa University, Human Resources, 1100 N. Avenue, Grand Junction, CO 81501

DEPARTMENT CONTACT INFORMATION:
Shannon Mims, smims@coloradomesa.edu, 970 248-1093, Lee Schmalz, Ischmalz@coloradomesa.edu, 970 248-1655

METHODS OF APPOINTMENT: Appointment to the vacancy or vacancies represented by this announcement is expected to be from the eligible list created. However, at the discretion of the appointing authority, the position(s) may be filled by another method of appointment for a valid articulated business reason.

APPLICATIONS MAY BE FILED ONLINE AT: http://www.colorado.gov/jobs Position #GZA-202-032016 PLUMBER SM

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