



DEPARTMENT OF EDUCATION
HUMAN RESOURCES DIVISION

501 Mariner Avenue
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K. ERIK SWANSON
Superintendent of Education

KATHERINE M.P. ADA
Personnel Services Administrator

November 29, 2023

The Department of Education is currently accepting job applications for the following position to **ESTABLISH A LIST:**

OPEN COMPETITIVE JOB ANNOUNCEMENT NO. HRD-011-2024

PLUMBER I (10.241)

OPENING DATE: November 29, 2023

CLOSING DATE: CONTINUOUS (UNTIL FILLED)

SALARY:

Pay Grade H – General Pay Plan (GPP)

Open: Step 1-10, \$32,355.00 - \$44,417.00 per annum

Promotional: Step 1-18, \$32,355.00 - \$57,026.00 per annum

DUTY:

Probationary/Permanent Full-Time Appointment

LOCATION:

FACILITIES & MAINTENANCE DIVISION

We are an Equal Opportunity Employer

MINIMUM EXPERIENCE AND TRAINING:

- (A) Two years of experience in the installation, alteration and maintenance of plumbing systems, fittings and accessories; or
- (B) Any equivalent combination of experience and training which provides the minimum knowledge, abilities, and skills.

MINIMUM EDUCATION REQUIREMENT:

Applicants claiming education accomplishment, such as degrees or credits are required to submit official or verified copies of university or college transcripts. Pursuant to Public Law 29-113, "All new employment in the service of the government of Guam shall have, as a reasonable measure of job performance, minimum requirement of high school diploma or a successful completion of General Education Development (GED) test or any equivalent of a general high school program, apprenticeship program or successful completion of certification program, from a recognized, accredited or certified vocational technical institution, in specialized field required for the job."

NOTE: Documents to verify training and experience that are required, must be submitted with the employment application form before evaluation can be made. Only training and experience supported by satisfactory documents will be credited.

NATURE OF WORK IN THIS CLASS:

Performs semi-skilled plumbing work in the installation, alteration, and maintenance of plumbing systems, fittings, and accessories.

Employees in this class work under general supervision performing semi-skilled work and assist others in skilled work under close supervision.

ILLUSTRATIVE EXAMPLES OF WORK: *(These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)*

Installs, maintains, and repairs plumbing fixtures, such as faucets, toilets, sinks, bathtubs, drains, traps and required lines; opens and cleans our clogged drains, traps, faucets, gutters and related plumbing fixtures; performs preventive maintenance on plumbing fixtures and lines.

Assists skilled workers in performing the full range of plumbing tasks.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES, AND SKILLS:

Knowledge of the standard methods, materials, practices and equipment used in the installation, alteration, and maintenance of plumbing systems, fittings and accessories.

Knowledge of local plumbing codes.

Ability to perform arduous physical tasks including heavy lifting and working in strained and awkward positions.

Ability to understand and follow oral and written instructions.

Ability to apply safe work practices on the job.

Semi-skilled in the plumbing trade.

EMPLOYMENT BENEFITS:

This is a permanent, full-time position for the Facilities & Maintenance Division. New hires serve a probationary period of at least six months. Satisfactory completion of the probationary period entitles the employee to permanent civil service status & protection. Benefits include: enrollment in the government's Retirement Fund system; group health and life insurance coverage; paid vacation and sick leave; and paid holidays. Full-time employment consists of 40 hours of regular work per week with 26 pay period per year.

APPLICATION SUBMISSION AND DEADLINE:

Employment applications may be obtained from our website <https://www.gdoe.net/District/Department/14-Human-Resources-Division/1750-Forms.html> or in office, located at Building-B, 501 Mariner Avenue, Barrigada. Interested applicants must submit a completed "Employment Application" form to the DEPARTMENT OF EDUCATION, Human Resources Division Office, on or before the application deadline. Applications with supporting documents will be accepted up until **the position is filled** at the Human Resources Division Office (or via email) between the hours of 8:00 a.m. to 5:00 p.m., Chamorro Standard Time (CHST), Monday through Friday, except holidays. Please note that there are two types of DOE job applications - one for FCHPA Covered Positions and one for FCHPA Exempt Positions.

FAIR CHANCES HIRING PROCESS ACT (FCHPA):

This is a **COVERED** position. Please complete an FCHPA Covered Position Job Application. For covered positions, employers must follow the Fair Chances Hiring Process (pursuant to P.L. 34-22) which prohibits employers from asking for criminal history information until a conditional job offer is given. **Under this job announcement, do not submit a police and/or court clearance report or answer questions regarding any criminal convictions until you have been offered a job. If you choose to submit these documents or answer any criminal history questions at the time of application, you do so voluntarily.**

FOR ADDITIONAL INFORMATION: Please refer to the **Employment Application General Instructions and Important Information Sheets**, call 671-475-0496, and/or email humanresources@gdoe.net.



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