

## **BELHAVEN UNIVERSITY**

### **Plumber-Full-Time Monday - Friday**

Belhaven University is an innovative and academically progressive institution built on the timeless principles of scholarship, service, and biblical truth. Since its founding, Belhaven University has sought to fulfill the mission expressed in its motto: "to serve, not to be served."

"Our Standard is Christ" is the identifier of Belhaven University because as an institution we are committed to honoring the Lord in all we do. Located in Jackson, Mississippi, we are one of America's most innovative and fastest growing private schools, serving nearly 3,500 undergraduate and graduate students. This includes the 940 traditional students in Jackson. Belhaven University was an early innovator in accelerated adult education, and have equally led the way among Christian schools in establishing robust online degree programs.

### **Description of Position**

Performs skilled work in installing, maintaining and repairing plumbing fixtures, including gas, water, wastewater, irrigation and related systems.

### **Responsibilities**

- Plan, estimate, design and install plumbing systems and repair existing systems, including water, gas, air, wastewater, irrigation, backflow and cross-connection prevention: install, maintain and repair various types of heat exchange vessels and related systems
- Determines problems with water systems; repair valves, plugs, faucets and toilets, and order replacement parts as necessary; assures compliance with water and energy conservation methods and practices
- Repair gas leaks on boilers, water heaters and special appliances
- Install new plumbing fixtures, sinks, basins, toilets, drinking fountains, water heaters, dishwashers and other items
- Install water piping, tap water and sewer mains and laterals
- Prepares and maintains records and reports related to assigned activities, including estimates, hazardous materials records, call logs and equipment and materials receipts
- Performs preventive maintenance
- Ability to use a computer, laptop or mobile device comfortably
- Maintains records of scheduled maintenance procedures
- Assist with other maintenance and ground functions as requested or situation requires

This announcement covers most of the significant duties performed by the position, but does not include other work, which may be similar, related to, or a logical assignment for the position.

### **Qualifications**

- The successful candidate must articulate a Christian worldview in one's area of service and must fully support the University Vision, Mission and Statement of Faith.  
<https://www.belhaven.edu/about/mission/>
- High school diploma, degree or University hour's desirable but not required
- Possess the knowledge, skills and abilities to perform the specific duties of the position

- Willingness to work weekend hours as needed
- Must possess a thorough knowledge of methods, material, shop math, tools and equipment used in the plumbing trade
- Knowledge of applicable Uniform Plumbing codes and regulations
- Must be physically able to lift and carry up to 50 pounds, have the ability to walk throughout the campus and to climb stairs, ladders, lifts, scaffolding, bucket truck, and staging at various heights throughout the duration of the shift
- Operating Belhaven University licensed vehicles is an essential job function for all maintenance personnel. As a condition of employment at the time of hire, and while employed, personnel must possess and maintain a valid driver's license and be approved by the insurance carrier of the University to operate Belhaven University licensed vehicles

### **Application Process**

To be considered for this position, a complete application packet must be received. Complete application packet will include the following:

- Letter of Intent; including explanation of how your prior experience fulfills above responsibilities and qualifications
- Resume
- Please prepare a brief account (no more than 750 words) of your spiritual pilgrimage including the time and circumstances surrounding your becoming a believer in Christ and your current relationship with Christ. Please click on this link <https://www.belhaven.edu/pdfs/employment/letter-of-employment-commitment.pdf> to review Belhaven University's Commitment Statement including our employee expectations. Should you receive a job offer you will be asked to sign accepting this commitment.

### **Email complete application packet to:**

Assistant Director of Maintenance, Grounds  
Belhaven University  
Email: [rwhite@belhaven.edu](mailto:rwhite@belhaven.edu)

Employment at Belhaven University is contingent upon the results of an independent background check.