 **Lead Utilities Insulator Standard Job Description**

**Classification Title:** Lead Utilities Insulator

**FLSA Exemption Status:** Non-Exempt

**Pay Grade:** 8

**Minimum Pay:** $25.68

**Job Description Summary:**

The Lead Utilities Insulator, under general direction, installs, repairs, and maintains insulation on industrial and commercial equipment in an industrial plant environment. Provides leadership to other craftsman at the job site.

**Essential Duties and Tasks:**

**40% Insulation and Fabrication Duties**

* Insulates metal pipes, pumps, heat exchangers, boilers, and associated utility equipment.
* Drives to various utility plants for insulation work.
* Fabrics miscellaneous items for everyday use, including boxes, braces, and brackets for industrial crafts.

**30% Mechanical Maintenance Support**

* Assists with mechanical maintenance on major equipment outages as a helper.
* Supports refrigeration maintenance when needed.
* Helps direct assigned utilities employees on the job site.
* Updates supervision on job progress.

**10% Planning and Inventory Management**

* Reviews and assists supervision in planning job scopes and inventory needs as necessary.

**10% Safety Compliance**

* Contributes to a safe work environment by reporting accidents and unsafe conditions
* Uses proper personal protective equipment and follows safety procedures outlined in Material Safety Data Sheets.
* Participates in safety training.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above.

**Required Education and Experience:**

* High school diploma or equivalent combination of education and experience.
* Six years of related experience in insulation and sheet metal work.

**Required Licenses and Certifications:**

* Must have a Class “C” vehicle operator’s license or ability to obtain within 30 days of employment.

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.
* Knowledge of insulation fabrication equipment usage.

**Machines and Equipment:**

* University vehicle
* Computer
* Small hand tools
* Respirator
* Manlift/Power lift
* Power tools

**Physical Requirements:**

* Ability to lift and move heavy objects.

**Other Requirements and Factors:**

* This position is security sensitive.
* This position requires compliance with state and federal laws/codes and Texas A&M University System/TAMU regulations and procedures.
* Works to cover shifts, or take emergency call, on evenings, weekends, and holidays as required.
* Subject to annual driver’s license record checks.

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**