



ELECTRICIAN

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

DEFINITION

Under general supervision performs skilled electrical work, electrical maintenance and repair duties used in water and wastewater systems, building, facilities and equipment maintenance; performs work associated with street lighting systems, parks electrical needs, and building and facility electrical systems; performs full array of electrical installation, repairs and maintenance; performs related duties as assigned.

CLASS CHARACTERISTICS

This is a journey level class where incumbents perform varied electrical installation, repairs and maintenance. Incumbents do not supervise other employees but work alone on routine or regular work assignments, checking with a supervisor on non-routine assignments or when in doubt as to the correct procedure to follow. Work is characterized by the presence of fairly clear guidelines from which to make decisions and the availability of supervision in non-routine circumstances.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude the position if the work is similar, related or a logical assignment to the class.

- Install conduits, wires, relays, pull boxes, controllers, switches, and other related items as needed for District facilities and electrical systems.
- Troubleshoot control circuits and panels.
- Test, locate and repairs defects in electrical circuits and measuring devices.
- Installs, modifies, maintains and repairs electrical systems to electrical codes at District facilities and locations.
- Identifies and informs the appropriate personnel and co-workers of present and/or potential problems, hazards or safety risks associated with work planned or performed.
- Prepares sketches, diagrams and instructional drawings; plans and lays out work from instructions and/or blueprints, sketches, verbal instructions and drawings.
- Researches new operational methods, techniques and equipment to increase the

accuracy and efficiency of job completion.

- Performs CAT 5 and CAT 6 computer cable installations.
- Performs work to acceptable electrical codes and regulations; ensures timely and accurate work performed through the inspection process when inspected by outside regulatory agencies.
- Maintenance and repair of electrical systems for all District facilities; high and low voltage wires and cables; lighting facilities at District parks, playgrounds, sports fields; complete electrical grounding systems.
- Operates a variety of power and hand tools.
- Repair and replace defective parts in motors, motor control centers, breakers, air conditioners, generators, pumps, relays, switchboards, controllers, switches, UPS and battery backup systems, and other equipment, fixtures and appliances.
- Work in confined spaces when required.
- Works cooperatively with the public, employees, department managers, outside vendors and customers.
- Performs related duties and responsibilities as required.

QUALIFICATIONS GUIDELINES

Knowledge of

- Complex principles, practices and techniques of electrical system maintenance.
- Applicable federal, state, and local laws, regulations and compliance.
- Applicable building and electrical codes.
- Occupational and safety hazards practices and principles, including ARC Flash, Lockout Tagout, and Confined Space practices and procedures.
- Standard correspondence and report writing, including business letter writing, filing, and record keeping.
- District rules, policies, and procedures.
- OSHA Standards and Safety practices.

Ability to

- Apply rules, regulations, procedures and policies to daily work assignments.
- Understand and carry out written and verbal instruction.
- Read and interpret blueprints, sketches and diagrams.
- Troubleshoot, locate and adjust defects in electrical systems and equipment.
- Install, maintain and repair a variety of electrical systems used the treatment,

storage and distribution of potable water and reclaimed wastewater systems to code and/or regulation that are within the District's area of responsibility.

- Install, maintain and repair a variety of electrical systems used in District buildings and facilities to code and/or regulation.
- Install, maintain and repair a variety of electrical systems used in District parks facilities, street lighting systems, and park lighting systems to code and/or regulation
- Work in confined spaces.
- Work on an aerial platform up to 60 feet.
- Serve as a liaison between District personnel, other agencies, and the public for job inspection purposes and for routine electrical related work.
- Use applicable testing equipment used in the diagnosis of facility and equipment repair.
- Identify and take corrective actions for electrical defects and hazards.
- Apply applicable laws, codes and regulations.
- Establish and maintain schedule for periodic maintenance and coordinate work assignments with other departments/divisions and outside inspectors (when applicable).
- Keep and maintain applicable files and records.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those encountered during the course of the work.
- Comply with OSHA standards, regulations, and safety practices.

Education

Equivalent to graduation from high school and successful completion of a formal course of instruction in electrical training at an accredited college or university, trade or vocational school.

Experience

Four years of increasingly responsible journey level electrical experience.

Licenses/Certificates

- Possession of a valid Class C California driver's license is required.
- Possession of a valid State of California Electrician Certification.
- Possession of, or ability to obtain within one year of appointment, CWEA Electrical/Instrumentation Grade II Certification.

- Possession of, or ability to obtain, certification from District provided CPR/First Aid training is required.

Physical Requirements

The following abilities are considered necessary to successfully perform the essential functions of this class; however, applicants who request accommodation will be considered on a case-by-case basis.

Ability to: communicate orally, in person and by telephone, in face-to-face, one-to-one, and group settings; use sufficient manual dexterity to operate office equipment such as computer terminals and to use small hand tools; sit for extended periods of time; have hearing and vision within normal ranges; carry, push, pull, reach and lift up to 70 pounds; occasionally stoop, kneel, crouch or climb; perform work from ladders; walk on uneven terrain; work in an outdoor environment with possible exposure to harsh weather conditions, heavy equipment, dust, noise, and potentially hazardous substances; occasionally work in confined spaces, in trenches and/or elevated areas.

Special Requirements

Must meet CAL-OSHA respiratory facemask requirements.

Must be willing to respond to emergency situations in off hours as required.

FLSA: Non-Exempt
Range: 130
Union: JCSD Field Association
Reviewed: August 3, 2011