

TRACY UNIFIED SCHOOL DISTRICT JOB DESCRIPTION

POSITION TITLE: Maintenance Electrician

DEPARTMENT/DIVISION: Maintenance and Operations

POSITION SUMMARY:

Under supervision of the Maintenance Leadman/Supervisor and/or the Director of Maintenance to do a variety of skilled maintenance work in the maintenance and repair of the District's facilities, inspect, service and repair of all electrical equipment; and to do related work as required.

ESSENTIAL FUNCTIONS:

1. Installs, maintains and repairs a variety of electrical systems.
2. Maintains a variety of light fixtures, both indoors and outdoors
3. Runs conduit and wire mold.
4. Trouble shoots any electrical problem, maintains different types of complex phone systems, clock and bell systems, P.A. systems, fire alarm systems and intrusional alarms.
5. Installs and maintains TV cable.
6. Performs preventive maintenance on a variety of electrical systems.
7. Performs skilled electrical installation and repair.
8. Reads blueprints/schematics.
9. Performs work according to the National Electric Code.
10. Performs other related responsibilities and tasks as required.

EDUCATION AND EXPERIENCE:

The ability to carry out oral and written directions, read and speak at a level sufficient to fulfill the duties to be performed for the position described. Minimum of three years experience working with electrical systems, journeyman experience is desirable, possession of an appropriate California driver's license and be insurable. High School Diploma or equivalent is required.

SKILLS AND QUALIFICATIONS:

1. Knowledge of principles, rules and regulations relating to electrical maintenance and safe work practices.
2. Knowledge of and ability to safely operate and properly maintain all equipment and tools commonly used in installation, repair and electrical maintenance.
3. Ability to carry out a program of preventive maintenance.
4. Ability to read and understand blueprints and schematics and understand plans and specifications.
5. Ability to operate and use the tools and equipment commonly employed in installation.
6. Ability to maintain and repair electrical systems and equipment
7. Ability to plan layouts of circuits and draw plans to meet city, county, and state codes.
8. Ability to diagnose equipment operating problems and execute required repairs.
9. Ability to use precision measuring equipment
10. Ability to develop and maintain cooperative working relationships with those contacted in the course of work.
11. Must pass required physical examination.

POSITION TITLE:

Maintenance Electrician

PHYSICAL REQUIREMENTS:

Employees in this position must be able/have the ability to:

1. Sit for extended periods of time.
2. Stand, walk, bend, squat, stoop and/or climb for extended periods of time.
3. Reach above shoulders, push/pull for extended periods of time.
4. Lift and carry up to 100 lbs. at shoulder height for short distances.
5. Repetitive foot movements, hand/arm movements (grasp/pinch, etc.) for extended periods of time.

WORK ENVIRONMENT:

Employees in this position will be required to work outdoors in various weather and to work indoors completing paperwork and repairs and installation of equipment. Exposure to noise, dust, and fume levels will vary depending on equipment and projects. As required, must wear protective devices; such as earplugs, dust mask, coveralls, gloves, safety boots and safety glasses.

SALARY: Classified range 52

Adopted: TUSD 1/13/98

Revised: TUSD 12/14/99