

Oak Grove School District

JOB TITLE: ELECTRICIAN

Range: 32

### DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

Under general supervision, to perform a variety of skilled electrical installation, maintenance, troubleshooting, and repair including wiring, circuits, panels, fixtures, equipment, machinery and devices, including work with three phase systems and live voltage at all district facilities.

Employees in this classification receive indirect supervision from a supervisory level within a framework of standard policies and procedures. This job class exercises responsibility for the on going maintenance and efficient operation of district electrical systems and fixtures. Employees in this classification function at a skilled journey to advanced journey level of classification.

### TYPICAL DUTIES

- Designs, installs, repairs, and maintains all electrical systems and receptacles to include switches, controls and lighting fixtures
- Installs power distribution and circuit breaker systems
- Drills walls, cuts, bends, installs and joins conduit, pulls wire and wire rough in, sets panels, installs breakers and installs switches, outlets and electrical fixtures
- Responds to and resolves electrical emergencies
- Troubleshoots electrical line, system and equipment problems using voltage tester, amp and volt probes, and ammeter and continuity tester
- Fishes walls and adds electrical lines and circuits for upgrading capacity
- Installs, repairs and maintains electrical machinery, equipment and devices such as pumps, motors, magnetic starters, solar arrays, contactors and float, pressure and limit switches, including three phase systems
- Changes ballasts, installs and replaces fixtures, changes specialized lamps bulbs, and assists in retro- fitting energy efficiency
- Works above ground using ladders and lifts, works in crawl spaces, attics, underground vaults, and confined spaces
- Installs voice and data communication lines
- Performs all electrical work in conformance to building and safety codes
- Maintains and repairs fire alarms, security alarms, master clock and bell systems, and a variety of other mechanical/electrical equipment and systems
- Maintains and repairs fire distribution systems and transformers
- Maintains and makes electrical repairs to welders, printing presses, kilns, scoreboards, intercom systems, etc.

### TYPICAL DUTIES, (cont'd)

- Upgrades electrical systems to meet new or existing code requirements and standards
- Locates and identifies electrical utility services lines at all district facilities
- Maintains all electrical tools and equipment
- Prepares cost and material estimates for electrical repairs
- Orders necessary materials for repairs
- Interprets utility sketches, drawings, diagrams, blueprints and operating manuals
- Maintains preventive maintenance records on work completed
- Performs other related duties as required

### MINIMUM QUALIFICATIONS

- Possession of a valid California Driver's License
- Knowledge of current methods, tools, and equipment used in the installation, repair and maintenance of electrical systems and related fixtures
- Knowledge of safety practices associated with the use of electrical tools and equipment
- Basic principles of electricity including voltage, amperage, wattage, resistance and induction
- Methods, materials, tools and equipment used in trouble shooting, repair, maintenance and installation of wiring, circuitry, breakers, panels, fixtures, and electrical equipment and machinery including 3 phase systems and equipment
- Safety precautions and safe working practices including work with live voltage up to 208
- Knowledge of construction codes as applied to the electrical trades
- Skill to effectively read and interpret utility blueprints, sketches, and diagrams
- Skill to effectively diagnose electrical problems and institute effective action to resolve the problems
- Skill to safely use and operate electrical tools, machines, and equipment
- Skill to communicate effectively in oral and written form
- Skill to understand and follow a variety of complex written and oral instructions in an independent manner
- Skill to prepare accurate cost and material estimates for electrical repairs
- Ability to work safely and effectively on ladders, scaffolding, rigging and roofs of varying heights
- Ability to meet the physical requirements necessary to successfully perform required duties
- Skill to establish and maintain effective work relationships with those contracted in the performance of required duties

### PHYSICAL DEMANDS

Vision sufficient to read written instructions; hearing and speech sufficient to receive instructions and relay information; stamina sufficient to perform physical labor for prolonged periods; mobility sufficient to walk, reach, bend, stoop, kneel, crawl, and climb ladders; manual

### PHYSICAL DEMANDS (cont'd)

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rity sufficient to operate tools and equipment; strength sufficient to lift and carry up to 50 lbs. and move up to 100 lbs. using a dolly or hand truck.

### WORKING CONDITIONS

Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the position.

### ENVIRONMENT

Outdoor/Indoor work environment, subject to seasonal heat and cold or adverse weather conditions subject to noise from equipment operation, regular exposure to fumes, dust and odors, and driving a vehicle to conduct work.