



LOMPOC UNIFIED SCHOOL DISTRICT

ELECTRICIAN

JOB SUMMARY:

Under the direction of Director of Maintenance and Operations, provide skilled electrical services with specific responsibility for identifying repair and replacement needs; install, repair, maintain and upgrade electrical systems and equipment; assist other skilled trades; ensure that tools and materials are available at job site.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Inspect, repair, install, test, service and maintain electrical systems, including conduit, wiring, light and power circuits, motor appliances, generators, and switches; ensure compliance with building codes applicable to the electrical trade.
- Install electrical wiring and systems; assemble conduit and bend conduit and pull wire; place conduit in appropriate spacing; wire main and sub electrical panels; install new circuits or replace existing circuits as needed.
- Assemble, install and repair lighting fixtures, wiring and controls; install and repair ballasts, sockets, capacitors, bulbs and other lighting parts, wiring and assemblies; repair scoreboards as needed; install new electrical systems and equipment.
- Repair or replace power outlets as necessary; check circuits and replace breakers as appropriate; troubleshoot, diagnose, and repair a variety of power tools, equipment and appliances used in maintenance and food service as needed.
- Analyze blueprints, schematics, and drawings of electrical systems; determine the efficient installation of new or upgraded systems.
- Coordinate with assigned supervisor and other trades including inner shop, outside contractors.
- Diagnose causes of electrical problems or failures; identify equipment and systems repair.
- Estimate labor, materials, and equipment needs to complete work projects; ensure timely completion of projects.
- Fabricate equipment parts; replace parts as needed.
- Inform personnel regarding procedures and status of work orders; comply with applicable codes.
- Install new wiring and electrical system components such as lighting, alarms, electrical panels, switches, circuits, conduit, thermal detectors, and fire alarms to provide enhanced and upgraded electrical capabilities.

- Monitor electrical systems and their components; evaluate condition, identifying necessary repairs and recommending preventive maintenance.
- Participate in meetings, workshops, training, and seminars as assigned.
- Prepare written materials including repair status, work orders; document activities and convey information.
- Purchase equipment and supplies; maintain inventory and ensure availability of items required to complete the necessary installation and repair.
- Repair electrical components and systems including motors, circuits, transformers, generators, compressors, switches, food service equipment, alarm systems, lights, pumps and fans.
- Respond to emergency situations during and after hours.
- Transport a variety of tools, equipment and supplies and ensure availability of materials required at job site; drive a vehicle to conduct work.

OTHER DUTIES:

- Perform related duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

Any combination equivalent to: graduation from high school and five years' verifiable journey level experience in electrical trade.

Licenses and other Requirements

- Valid California Class C driver's license.
- Highly Desirable: C-10 Electrical Contractor.
- Criminal Justice Fingerprint/Background Clearance.
- TB Clearance.

Knowledge of:

- Methods, procedures, equipment and materials used in the installation, maintenance, repair and operation of electrical equipment and systems.
- Building codes related to the electrical trade.
- Operation and maintenance of tools and equipment used in the electrical trade.
- Proper methods of storing equipment, materials and supplies.
- Shop math applicable to the building trades.
- Technical aspects of the electrical trade.
- Appropriate safety precautions and procedures.
- Electrical blueprints.
- Oral and written communication skills.
- Record-keeping techniques.
- Proper lifting techniques.

Ability to:

Electrician

- Perform skilled electrical work in the inspection, repair, alteration, construction, installation and maintenance of electrical systems, wiring and equipment.
- Operate and maintain specialized machinery, equipment and tools utilized in the repair, installation and maintenance of electrical systems.
- Plan and lay out electrical work.
- Troubleshoot and diagnose electrical device, system and equipment malfunctions.
- Replace defective parts and components as necessary.
- Read and work from plans, blueprints, sketches, specifications and diagrams of electrical work.
- Observe health and safety regulations and procedures.
- Communicate effectively both orally and in writing.
- Work cooperatively with others.
- Meet schedules and timelines.
- Understand and follow oral and written instructions.
- Work independently with little direction.
- Maintain various records related to work performed.

WORKING CONDITIONS:

Work Environment:

- Indoor and outdoor work environment.
- Regular exposure to fumes, dust, dirt, oil/grease.
- Driving a vehicle to conduct work.
- Generally, the job requires 10% sitting, 45% walking, and 45% standing.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Dexterity of hands and fingers to operate specialized equipment and tools.
- Hearing and speaking to exchange information.
- Seeing to read and perform electrical functions.
- Lifting, carrying, pushing or pulling heavy objects as assigned by the position.
- Reaching overhead, above the shoulders and horizontally.
- Bending at the waist, kneeling or crouching.
- Climbing ladders and working from heights.
- Standing for extended periods of time.

Hazards:

- Working around and with machinery having moving parts.
- Exposure to high voltage and electrical shock.
- Working at heights.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

FLSA Status: Non-Exempt

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Board Approval Date: February 14, 2023

Personnel Commission First Reading: November 17, 2022

Personnel Commission Approval: November 17, 2022

Salary Range: 47

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