CLASS SPECIFICATION
Electrician

FLSA Status: Non-Exempt
EEOC Job Category: Craft Workers
Union Representation: Represented

GENERAL PURPOSE
Under general supervision, performs a wide variety of skilled, journey-level duties in the design, construction, installation, modification, maintenance and repair of electrical and electronic systems, machinery, motors, devices, controls and related systems in District buildings and facilities; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS
Electrician is a journey-level class responsible for performing a wide variety of skilled duties in the design, construction, installation, modification, maintenance and repair of electrical and electronic equipment, devices and systems, ranging from low voltage to 480 volts. Assignments encompass a variety of tasks and require sound judgment and initiative.

ESSENTIAL DUTIES AND RESPONSIBILITIES
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 them from the position if the work is similar, related or a logical assignment to this class.

1. Inspects, repairs, installs, services and maintains electrical systems, including conduit and duct systems, lighting and power circuits, transformers, generators, control equipment, switches, switchboards and fire alarms.

2. Installs or replaces necessary interior and exterior wiring for equipment, appliances and lighting.

3. Installs, checks and performs repairs of electrical systems for intrusion alarms, lighting, clocks, fans and heating, ventilation and air conditioning; replaces fuses; replaces outlets and switches.

4. Observes and complies with federal, state and local electrical codes.

5. Operates a variety of tools and power equipment including saws, voltage tester, ohmmeter, multimeter and other maintenance tools and equipment.

6. Works from sketches, plans, drawings, blueprints and specifications.

7. Diagnoses and resolves difficult electrical problems; observes safety of others and recommends precautionary action while repairs are in progress; coordinates with the utility company as required.

8. Provides work direction and guidance to other maintenance personnel as assigned and ensures safe work practices are followed; prioritizes and schedules work; conducts job walks with contractors and inspects the work of outside contractors.
9. Plans, implements and performs energy conservation measures to comply with state regulations.

10. Prepares cost estimates and orders materials in accordance with established procedures.

11. Maintains a variety of records of completed work, including blueprints, sketches, diagrams and logs; prepares reports as required.

**OTHER DUTIES**

1. Assists other skilled maintenance personnel in cooperative assignments.

2. Operates vehicles to travel to various District sites.

**QUALIFICATIONS**

**Knowledge of:**

1. National electrical and electrical safety codes of the Division of Industrial Safety and local electrical ordinances and building codes.

2. Technical aspects of field of specialty.

3. Basic electrical theory and calculation of formulas.

4. Health and safety regulations.

5. Record-keeping techniques.

6. Materials, methods, tools and equipment used in electrical work.

**Ability to:**

1. Performs skilled electrical and electronics work in the repair, maintenance, alteration and construction of District buildings and facilities.

2. Repair, install, service and maintain a wide variety of electrical systems and equipment.

3. Troubleshoot digital and analog circuits.

4. Make arithmetic calculations related to specialty quickly and accurately.

5. Work from blueprints, shop drawings and sketches.

6. Use a variety of tools and machines utilized in the basic trade.

7. Understand and follow oral and written directions.

8. Work independently with little direction.

9. Analyze situations, including emergencies, accurately and adopt effective courses of action.

10. Establish and maintain effective working relationships with District management, staff and others encountered in the course of work.
Education, Training and Experience:
A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from high school or G.E.D. equivalent; and two years of journey-level electrical construction experience; or an equivalent combination of training and experience.

Licenses; Certificates; Special Requirements:
A valid California Class C driver’s license and the ability to maintain insurability under the District’s vehicle insurance policy.

PHYSICAL AND MENTAL DEMANDS
The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands
While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee frequently is required to stand and talk or hear; walk or sit; climb and work up to heights of 25 feet; stoop, kneel, crouch or crawl. The employee must regularly lift and/or move up to 50 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

Mental Demands
While performing the duties of this class, the incumbent is regularly required to use written and oral communication skills; read and interpret data, information and documents; analyze and solve problems; use shop mathematics; observe and interpret situations; deal with changing, intensive deadlines; and interact with District management, staff and others encountered in the course of work.

WORK ENVIRONMENT
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee frequently works in extreme outside weather conditions, near moving mechanical parts, and on slippery and uneven surfaces. The employee is frequently exposed to wet or humid conditions, fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock. The noise level in the work environment is frequently loud.