

# 4J SCHOOL DISTRICT

<b>JOB TITLE:</b>	ELECTRICIAN	Dot #: 829.131-014
<b>Department:</b>	Facilities Maintenance	
<b>Work Hours:</b>	8 hour shift/5 day week/subject to extended hours - evening/on-call/emergencies	
<b>JOB SUMMARY:</b>	<ul style="list-style-type: none"> <li>·Responsible for maintenance and upkeep of assigned shop area, inventory, completion of all necessary paperwork including work orders, invoices, etc.</li> <li>·Performs skilled installation, maintenance, alteration, repair, or replacement of electrical systems, equipment, and fixtures in District buildings or properties.</li> <li>·Performs safety-related inspection and repair of fire alarms, fluorescent lighting, panelboards, boiler and shop equipment controls, electrical connections and switches. Trace malfunction to determine cause; locate and/or order replacement parts and perform necessary repairs.</li> <li>·Design, replace or modify electrical installations for computer banks, interior or exterior lighting systems, control systems, and fire alarms. Compute footcandle, feed sizing, fusing, grounding; develop plan specifications and cost estimates; install circuitry, wireways and switching.</li> </ul>	
<b>QUALIFICATIONS:</b>	<ul style="list-style-type: none"> <li>·State licensure as a journey level Electrician with continuing education to retain license.</li> <li>·Comprehensive knowledge of National Electric Code, electrical theory, and methods of electrical installation.</li> </ul>	
<b>ESSENTIAL JOB FUNCTIONS:</b> (Constantly over 2/3 time, Frequently 1/3-2/3 time, Occasionally under 1/3 time, Rarely under 10% time)		
<b>Physical:</b>	<p><b>Standing/Walking:</b> Frequently/constantly; on all types of surfaces throughout shift, up to 2-3 miles/day depending on assignment.</p> <p><b>Sitting:</b> Occasionally; working on equipment, workbench, completing paperwork, driving vehicle.</p> <p><b>Lift/Carry:</b> Frequently, 1-50 lbs.; hand/power tools, equipment, panels, distance up to 100 feet. Occasionally 50-75 lbs., short distances, motors, parts, equipment, etc.</p> <p><b>Push/Pull:</b> Frequently; using both hands/arms in removing panels on equipment, moving equipment/supplies, tightening connections, up to 30-50 lbs. force.</p> <p><b>Climbing:</b> Frequently; stairs, ladders, depending on location of repairs. May involve extensive work on ladders.</p> <p><b>Bending/Twisting:</b> Frequently; at waist/knees/neck depending on task assigned. Repairs may require work in awkward positions, extended reaching/leaning.</p> <p><b>Kneeling/Crouching/Crawling:</b> Occasionally; while working in attics, tunnels, under work structures.</p> <p><b>Hands/Arms:</b> Constant use of both hands/arms in reaching/handling/grasping/fingering while performing various duties. Work can be highly repetitive and may require excessive gripping/fingering in handling large and small parts. Frequent overhead reaching required.</p> <p><b>Sight/Hearing/Speech:</b> Constantly; required to perform repairs in safe, efficient manner. Visual requirements include color vision, depth perception, peripheral vision, hand/eye/foot coordination, visual acuity in near-, mid- and far-range.</p> <p><b>Other Physical Requirements:</b> Must possess sense of smell and tactile feeling.</p>	
<b>Mental:</b>	<ul style="list-style-type: none"> <li>·Constant mental alertness, attention to detail, and a high degree of accuracy required.</li> <li>·Must be able to work independently, make decisions, and follow through on all work as assigned.</li> <li>·Must be able to plan/organize work, work under pressure of deadlines and frequent interruptions.</li> <li>·Must be able to respond quickly to emergencies.</li> <li>·Must possess good mathematical abilities to complete electrical repairs.</li> <li>·Must be able to read/write/speak English, read technical manuals, parts catalogs, record data, complete work orders and invoices.</li> <li>·Must possess excellent memory, ability to apply extensive knowledge and experience to many situations.</li> <li>·Must possess good interpersonal skills, able to work with a variety of coworkers.</li> <li>·Must be able to train others in proper operation of equipment as required.</li> <li>·Ability to diagnose and repair electric motors, controls, lighting systems, fire alarms, and branch circuits.</li> <li>·Ability to read blueprints and electrical circuitry schematic diagrams.</li> </ul>	
<b>WORK CONDITIONS:</b>	<ul style="list-style-type: none"> <li>·Work may be indoors or outdoors depending on assignment.</li> <li>·Hazards: exposure to electric shock up to 15,000 volts, burns, toxic/caustic chemicals, odors/fumes/dust, sparks, sudden temperature changes, heat, humidity, wet/oily/slippery surfaces, sharp edges, pinch points, moving equipment and machinery, vibration, and noise.</li> <li>·Equipment used: overhead crane/hoist, hand/power tools, electrical testing equipment, forklift, truck, computer.</li> <li>·Safety Equipment: Safety shoes, eye and hearing protection, hard hat, gloves, apron.</li> </ul>	