



Electrician Specialist

Position Summary

The purpose of this position is to perform skilled installation, maintenance, alteration, repair, or replacement of line and low voltage electrical systems, equipment, and fixtures in District buildings and/or properties. The incumbent in this position is required to hold an Oregon General Supervising Electrical License and possess the necessary knowledge, skill and ability to effectively perform skilled assignments allowed by the license. Additionally, this position is responsible for applying, obtaining and completing permits with authorities having jurisdiction. The Electrician Specialist position has emphasis on design and programming of electrical and low voltage systems. The incumbent in this position may also be assigned to oversee the work of district staff and permits as covered under the General Supervising Electrician license.

Supervisor Relationships

Reports to and works under general direction and guidance of the Mechanical Division Supervisor and as assigned, provide direction and feed back to other district staff.

Essential Functions

1. Perform complex technical work, on a general supervising electrician level, in the design, installation, operation, maintenance, modification, service and repair of electrical systems, equipment, fixtures and related electro-mechanical systems, in accordance with applicable Electrical Industry Codes.
2. Plan, oversee, and participate in the maintenance, repair, installation, programming and operation of the District's access control, fire alarm, HVAC controls, lighting controls, photovoltaic, security, shades, water reclamation and other low voltage systems.
3. Apply for and obtain permits and follow through completion, to perform electrical work in District buildings; oversees work as mandated by state law.
4. Perform fire alarm system maintenance including including periodic inspection, testing, and reporting required by regulatory agencies.
5. Research and recommend equipment and supply purchases.
6. Coordinate and oversee work with other district staff as assigned (i.e. seasonal and temporary).
7. Provide quality control and technical guidance to Electricians and other District staff.
8. Inspect progress and quality of contracted work.
9. Maintains regular and prompt attendance.
10. Performs other related duties as assigned.

Required Knowledge, Skills and Abilities

1. Read and understand any applicable article and section of the National Electrical Code, the Oregon Electrical Specialty Code and the Oregon Administrative Rules chapter 918. Must have the ability to review and provide direction to Electricians on code related inquiries.
2. Comprehensive knowledge of electrical theory and methods of electrical installation.

3. Ability to read drawings and electrical circuitry schematic diagrams.
4. Ability to use tools and equipment as required in the completion of work.
5. Knowledge and understanding of precision test equipment and ability to diagnose problems and check completed work.
6. Ability to perform mathematical calculations.
7. Ability to communicate with District staff to determine electrical system's needs.
8. Ability to prioritize work assignments according to severity of problem.
9. Extensive knowledge of various manufacturers and available products for electrical systems.
10. Extensive knowledge of low voltage wiring systems, layout, design, programming and techniques.
11. Ability to communicate and work effectively and collaboratively with diverse stakeholder populations.
12. Must be skilled in written and oral communication.
13. Ability to operate and perform work using aerial lift equipment.
14. Near-visual acuity, depth perception, field of vision and color vision as required to make electrical connections, solder and splice electrical wiring.

Minimum Qualifications

1. Possession of active State of Oregon General Supervising Electrician License.
2. Possession of valid driver license.
3. Skilled in use of computer for word processing, spreadsheets, email, troubleshooting, programming and obtaining reports from programs.
4. Bilingual proficiency and/or multicultural experience strongly preferred.

Working Conditions

1. 12 month work year (July 1- June 30); eight (8) hours per day; occasional overtime may be required.
2. May be required to perform emergency repairs such as power outages and other system failures, during evening or weekend hours.
3. Work is performed in office settings, schools, industrial building areas, indoors and outdoors on various district properties and in varying weather conditions.
4. Work is subject to hazards including: proximity to moving mechanical parts, moving vehicles, electrical current, working on scaffolding and/or high places, exposure to high heat, confined space, elevations greater than 4' above adjacent surfaces and chemicals.
5. The employee is subject to atmospheric conditions. One or more of the following conditions that affect the respiratory system of the skin: fumes, odors, dust, mists, gases, or poor ventilation. Personal Protective Equipment (PPE), including respiratory protection may be required to do work in certain conditions. Use of respiratory protection PPE may require any facial hair to be compatible with equipment provided.
6. Work often requires moving heavy objects weighing between 25 to 75 pounds. The employee must be able to frequently traverse short and long distances on various types' surfaces in various weather conditions to accomplish tasks, ascending or descending ladders, stairs, scaffolding, ramps, poles and other aerial equipment.
7. Employees must be able to remain in a stationary position for prolonged periods of time and be able to position and reposition oneself in restricted spaces, including crawl spaces, narrow aisles, passage ways and small rooms.

ADDITIONAL INFORMATION	
Employee Unit	OSEA Classified
Pay Grade	Grade 18 (12 Month Work Calendar)
Approved by	Cydney Vandercar Asst. Superintendent for Administrative Services
Last revised	5/2/19