



Job Title: Electrician I

Position Description

To perform this job successfully, an individual must be able to perform the essential job functions consistently and to the satisfaction of the employer. Reasonable accommodations may be made for qualified disabled individuals. This job description is not an exhaustive list, as employees may be required to perform duties not specifically designated within this document, at the employer's discretion. The Escambia County School District reserves the right to modify or interpret this job description as needed.

FLSA Status: Nonexempt
Reports to: Appropriate Supervisor or Designee
Supervises: Appropriate Staff as required
Pay Grade: Educational Support – 17

APPROVED
ESCAMBIA COUNTY SCHOOL BOARD

JUNE 20, 2017

MALCOLM THOMAS, SUPERINTENDENT
VERIFIED BY RECORDING SECRETARY

JOB SUMMARY

The purpose of this position is to perform semi-skilled and skilled technical and mechanical electrical work.

ESSENTIAL JOB FUNCTIONS

- Installs, maintains, alters, repairs, and replaces various electrical and mechanical equipment, e.g., wiring systems, electrical systems, switch panels and controls, flood lights, security lights, lighting circuits and fixtures, kitchen equipment, electrical motors, overload relays, pressure switches, transformers, generators, emergency power systems, electrical switches, ground circuits.
- Performs various skilled and semiskilled electrical tasks; inspects, maintains, installs, and makes electrical repairs to specialized equipment.
- Maintains and repairs emergency power generating equipment and systems.
- Performs all work in compliance with all applicable electrical codes, standards, and regulatory requirements.
- Reads, interprets, and/or utilizes various blue prints, drawings, diagrams, and technical/electrical manuals.
- Plans, designs, and prepares paperwork for all facets of electrical installation projects.
- Operates manual, electrical, and specialized tools, e.g., hammer, screwdrivers, voltmeters, amp meters, circuit tracer, rotation meters, power factor meters, welders, electric drills, hydraulic crimp tools, saber saws, vices.
- Operates vehicles and machinery as designated by the assigned work area, e.g., truck, automobile, man lift.
- Maintains various records and reports, e.g., job records, work orders; inventory supply for parts, equipment, machinery, and tools; material requests.
- Inventories and restocks frequently used supplies and materials.
- Assists other trades workers with special projects involving electrical work.
- Coordinates with contractors and supervises work.
- Conforms to safety standards as prescribed.
- Responds to calls for emergency repairs.
- Performs other duties as assigned.

MINIMUM REQUIREMENTS

- High school diploma, GED, or other equivalent.
- Four (4) years of commercial experience/apprenticeship training in skilled work in the installation, maintenance, and repair work of electrical equipment and systems.
- An equivalent combination of education, training, and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.
- Must possess and maintain a valid Driver License.

KNOWLEDGE, SKILLS, AND ABILITIES

- Requires the ability to display knowledge of tools, methods, materials, and techniques of the specialty area.
- Requires the ability to display knowledge of operation and maintenance of hand and power tools.
- Requires the ability to display knowledge of occupational hazards and safety precautions.
- Requires the ability to display knowledge of basic mathematics.
- Requires the ability to display knowledge of standards, techniques, methods, practices, and tools of the trade.
- Requires the ability to display knowledge of operation and care of power and hand tools and specialized equipment.
- Requires the ability to display knowledge of applicable codes and regulations.
- Requires the ability to work with hand and power tools.
- Requires the ability to perform maintenance and repair tasks.
- Requires the ability to perform work that necessitates some specialized knowledge of clerical or trades-based tasks.
- Requires the ability to use small office equipment and computers.
- Requires the ability to use or repair small/light equipment, such as power tools, medium equipment and machinery, such as vehicles or commercial mowers, and heavy or complex machinery, such as HVAC systems, construction equipment, or water plants.
- Requires the ability to supervise employees using or repairing heavy or complex machinery and developing, installing, or repairing technology systems.
- Requires the ability to create plans for and guide implementation of new technology systems.

PHYSICAL DEMANDS

While performing the essential functions of this job the employee is regularly required to sit, stand, and walk, use hands to finger, handle, or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, and lift and/or move in excess of 100 pounds. The work also requires the following physical abilities in order to perform the essential job functions: grasping, hearing, mental acuity, pulling, pushing, repetitive motion, speaking, talking, and visual acuity.

WORKING CONDITIONS

Employees in this position work in a dynamic environment that requires sensitivity to change and responsive to changing goals, priorities, and needs.

Date of Board Approval: June 20, 2017, effective July 1, 2017

Date of Revision: