MAINTENANCE ELECTRICIAN
Series Specification
Maintenance Electrician
Lead Maintenance Electrician

DEFINITION

This series specification describes two classes used to perform, plan and direct skilled electrical installation, repair, and maintenance work on a variety of electrical systems and equipment.

TYPICAL DUTIES

Incumbents lay out, assemble, install, test and repair such electrical fixtures and apparatus as conduits, wiremold; meters, transformers, switch gear, breakers, control boards, lights, fans, heaters, motor control centers, electronic controls, bell and buzzer systems, athletic field and outdoor lighting systems, clock systems, and wall, floor and ceiling receptacles; install interior and exterior wiring for equipment and appliances; hook-up back-up power generators to buildings and equipment when needed; assist or personally survey work and make job cost estimates; assist or personally develop specifications, diagrams and blueprints; may requisition tools; materials and equipment; assign and review work of skilled electricians; estimate labor and materials costs; prepare applications and plans for permits; make load reports; test circuits and equipment; analyze electrical failures, isolate troubles and formulate remedies for defective components; prepare job progress reports; inspect electrical systems and equipment and make safety checks at all district locations; perform related work as required.

ALLOCATION FACTORS

Variety and difficulty of assigned tasks; degree of leadership exercised and received.

LEVEL DESCRIPTIONS

Maintenance Electrician: The journey-level class of the series. Incumbents, under leadership of lead electrician perform skilled electrical maintenance, repair and installation work.

Lead Maintenance Electrician: The lead level class of the series. The lead electrician under direction of the district utility systems supervisor, performs skilled electrical work and assigns and reviews work of skilled electrician.
QUALIFICATIONS

EXPERIENCE

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<th>Promotional Maintenance Electrician</th>
<th>General Maintenance Electrician</th>
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<td>Equivalent to completion of apprenticeship. One year of experience as a journey-level electrician or three years of experience as a maintenance technician specializing in electrical work.</td>
<td>Two years of experience as a journey-level electrician.</td>
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<th>Lead Maintenance Electrician</th>
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<td>One year of experience in Los Rios CCD performing electrical duties at the level of Maintenance Electrician.</td>
<td>Three years of experience as a journey-level electrician.</td>
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SPECIAL REQUIREMENTS

Possess and maintain a valid California Driver's License. Any offer of employment is contingent upon the successful completion of a medical evaluation.

KNOWLEDGE OF

Both Levels: Modern practices, materials, and processes of the electrical trade; methods of design, construction, installation, repair and maintenance of electrical equipment and systems, including medium and low voltage, electronic controls, and alarm systems; state and local electrical codes, safety orders, and ordinances; work-framing concrete and masonry construction related to electrical work.

Lead Maintenance Electrician: Basic principles of leadership.

ABILITY TO (ESSENTIAL FUNCTIONS)

Both Levels: Perform the basic functions of the position; troubleshoot, lay out, assemble, install, test, maintain, and repair electrical fixtures, equipment, alarms, controls, and light and power systems; use hand and power tools of the trade; work from wiring diagrams, drawings and blueprints; follow directions; work effectively with others; read and write at the level required for successful job performance; distinguish between color coded wires; frequently required to change working hours or work beyond normally scheduled hours.

Lead Maintenance Electrician: Plan and direct the work of skilled electricians; make material and labor estimates.

Physical And Environment Factors: Perform physical labor seven or more hours each shift; work more than 12 feet above ground level, with constant loud noise; twist and maneuver to work in confined or cramped spaces, lift, move, reach, pull, bend repeatedly in performance of duties; climb and work on a ladder or vertical lift with heavy objects; may work on slippery surfaces. Safety and work habits: Maintain an acceptable attendance record, punctuality in meeting deadlines; participate in training sessions and seminars; maintain a functional awareness of the typical hazards of the work place, as well as the special hazards that may be encountered such as chemicals, etc.; follow established procedures for dealing with such potential hazards; promptly reports accidents on the job, preparing and submitting accident reports; adhere to policies, procedures and practices on safety and operational instructions; comply with rules and regulations applicable to building codes.