

## City of Vicksburg Job Description

**Job Title:** Electrician

**Department:** Building Maintenance

**Reports To:** Director

**FLSA Status:** N

**Amended By:** VGL, 4/2018

*Approved by Antoinette Bradley, April 24, 2018*

**Summary:** Plans layout, installs, and repairs wiring, electrical fixtures, apparatus, and control equipment by performing the following duties.

**Essential Duties and Responsibilities:** include the following. Other duties may be assigned.

Plans new or modified installations to minimize waste of materials, provide access for future maintenance, and avoid unsightly, hazardous, and unreliable wiring, consistent with specifications and local electrical codes.

Prepares sketches showing location of wiring and equipment, or follows diagrams or blueprints, ensuring that concealed wiring is installed before completion of future walls, ceilings, and flooring.

Measures, cuts, bends, threads, assembles, and installs electrical conduit.

Pulls wiring through conduit.

Splices wires by stripping insulation from terminal leads, twisting or soldering wires together, and applying tape or terminal caps.

Connects wiring to lighting fixtures and power equipment.

Installs control and distribution apparatus such as switches, relays, and circuit-breaker panels.

Connects power cables to equipment, such as electric range or motor, and installs grounding leads.

Tests continuity of circuit to ensure electrical compatibility and safety of components with testing instruments such as ohmmeter, battery and buzzer, and oscilloscope.

Observes functioning of installed equipment or system to detect hazards and need for adjustments, relocation, or replacement

Repairs faulty equipment or systems.

Cuts and welds steel structural members.

Repairs and maintains plumbing systems.

Assists with other duties, such as carpentry, painting, heating and cooling, roofing, and sheetrocking.

### **Supervisory Responsibilities**

This job has no supervisory responsibilities.

### **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

### **Education and/or Experience**

High School Diploma or General Education Degree (GED) preferred; Must be licensed as a Master Electrician with two to four years related experience and/or training.

### **Language Skills**

Basic language skills are required for this position.

### **Mathematical Skills**

Basic mathematical skills are required for this position, including the ability to read blueprints.

### **Reasoning Ability**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

### **Computer Skills**

Basic computer skills are required for this position.

### **Certificates, Licenses, Registrations**

Must have a valid driver's license; Must be a Licensed Electrician.

### **Other Skills and Abilities**

Must be an experienced electrician and plumber; Some additional experience with carpentry, and painting. Must be able to work with little or no supervision.

### **Other Qualifications**

Overtime, alternative work schedules, and on-call status may be assigned if needed.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.

**Work Environment:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to risk of electrical shock. The employee is frequently exposed to moving mechanical parts; high precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions and vibration. The noise level in the work environment is usually loud.