



ELECTRICIAN JOB DESCRIPTION

Job Title: **Electrician**

Job Code: **FM140**

Pay Grade: **125**

Effective Date: **October 2007**

FLSA: **Non-Exempt**

Revision Date: **October 2007**

NATURE OF WORK

Under general supervision, serves as a Certified Electrician and performs a variety of highly skilled work involving the installation, repair, and maintenance of Lewis County electrical and electronic systems.

ESSENTIAL FUNCTIONS:

*The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification, only a representative summary of the primary duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

- Designs and installs County electrical systems and additions.
- Maintains, diagnoses, and repairs electrical systems, controls, and devices.
- Installs, maintains, and repairs the County's Jail and Juvenile Detention facility security systems.
- Maintains, troubleshoots, and installs County telephone systems and related equipment.
- Installs, maintains, diagnoses, and repairs County security and fire alarm systems.
- Conducts routine preventative maintenance and special projects.
- Responds to maintenance emergencies during and after business hours.

WORKING ENVIRONMENT / PHYSICAL DEMANDS:

Work is performed in and around County facilities and involves exposure to variable weather conditions, electrical currents, and machinery with moving parts; subject to standing, walking, bending, reaching, kneeling, crouching, climbing ladders, and lifting of objects up to 75 pounds.

DISTINGUISHING CHARACTERISTICS:

This is the certified class in the Electrician job series; this class differs from the Electrician (Non Cert) by the nature and complexity of tasks performed and the degree of independence granted.

EMPLOYMENT STANDARDS:

High School Diploma or G.E.D. equivalent combined with a four (4) year electrical apprenticeship; AND five (5) year's experience working as an electrician at the journey level.

An E01-General Journeyman Electrician's License and a valid Driver's License are required.

KNOWLEDGE AND SKILLS:

Knowledge of:

- County policies and procedures.
- National Electrical Code.
- Various types of electrical systems and electronic equipment.
- Electricians tools, equipment, and diagnostic devices.
- Occupational hazards and safety practices relative to electrical work.

Skills in:

- Coordinating and performing a variety of highly skilled electricians work.
- Installing, monitoring, and maintaining County electrical and electronic systems.
- Diagnosing, identifying, and repairing electrical issues.
- Establishing and maintaining effective working relationships with other staff, County departments, vendors, and contractors.
- Communicating effectively verbally and in writing.