

Electrician

SUMMARY/PURPOSE

To perform skilled electrical work in the installation and repair of wiring, apparatus, and equipment for light, heat, and power.

SUPERVISION RECEIVED

For both one-of-a-kind and repetitive tasks, the supervisor makes specific assignments that are accompanied by clear, detailed, and specific instructions. Incumbents work as instructed and consult with the supervisor.

SUPERVISION GIVEN

Does not supervise.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Perform skilled electrical work in the installation and repair of wiring, apparatus, and equipment for light, heat, and power.
2. Perform work to bend, shape, and install conduits, including plastic mold and wire mold.
3. Install transformers, control boards, electronic circuits, coil circuit breakers, voltage regulators, switches, fuses, and related electrical equipment.
4. Perform additions, extensions, or alterations in electrical installations for power, light, heat, and appliances in buildings and on grounds.
5. Repair and test a variety of electrical circuits, machinery, transformers, meters, and recording instruments.
6. Install and connect motors, lights, controllers, voltage regulators, and racks.
7. Inspect and maintain electrical equipment and motors.
8. Perform work to erect ladders and scaffolding in compliance with established safety standards.
9. Estimate costs for electrical installation or repair projects.
10. Install, maintain, and repair street lighting systems.
11. Organize and direct the activities of assigned personnel.
12. Determine priorities and coordinate schedules to ensure completion of work.
13. Monitor worksites to ensure compliance with established methods, guidelines, and procedures.
14. Train assigned personnel in the correct and safe methods and procedures necessary to perform their work.
15. Investigate complaints related to the proper operation of electrical systems.
16. Prepare worksites by setting up appropriate barricades, warning devices, and equipment.
17. Perform work to clean tools, equipment, materials, and work areas.
18. Perform work to trench for the placement of underground electrical cables.
19. Perform work to locate underground electrical systems.
20. Be an effective team member by exhibiting self-motivation, supporting other employees in handling tasks, interacting effectively and respectfully with others, showing a desire to contribute to the team effort, accepting assignments willingly, and completing tasks within agreed upon timelines.
21. Other duties may be assigned.

JOB REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and abilities required.

1. Education & Experience Requirements
 - A. A minimum of three (3) years of related education and/or of full-time, verifiable professional experience to include installation and repair of electrical wiring, systems, and fixtures in buildings as a primary responsibility.

2. License Requirements
 - A. Possess and maintain Minnesota Class "A" Journeyperson Electrician's License.
 - B. Possess and maintain a valid Minnesota Class D driver's license or privilege.
3. Knowledge Requirements
 - A. Knowledge of the National Electrical Code.
 - B. Knowledge of state and local regulations governing electrical wiring.
 - C. Knowledge of precautionary, safety, and fire prevention methods involved in electrical work.
 - D. Knowledge of applicable safety regulations and requirements.
 - E. Knowledge of problem-solving and conflict-resolution techniques.
 - F. Knowledge of, or the ability to learn, City policies and procedures.
4. Skill Requirements
 - A. Skill in the use of the tools, equipment, materials, methods, and practices used in the installation, maintenance, and repair of electrical lines, equipment, and devices.
 - B. Skill in inspecting, diagnosing, and repairing malfunctioning electrical equipment.
 - C. Skill in performing mathematical calculations in order to size wire and determine current load.
 - D. Skill in reading and interpreting blueprints and schematic drawings.
 - E. Skill in the operation of office equipment including, but not limited to, general computer systems, job required software applications, the internet, and modern office equipment.
 - F. Skill in managing one's own time.
 - G. Skill in completing assignments accurately and with attention to detail.
5. Ability Requirements
 - A. Ability to work on-call after completion of regular assigned work hours.
 - B. Ability to create and maintain a positive working environment that welcomes diversity, ensures cooperation, and promotes respect by sharing expertise with team members, fostering safe work practices, and developing trusting work relationships.
 - C. Ability to communicate and interact effectively with members of the public.
 - D. Ability to communicate effectively both orally and in writing.
 - E. Ability to understand and follow instructions.
 - F. Ability to problem-solve a variety of situations.
 - G. Ability to set priorities and complete assignments on time.
 - H. Ability to attend work as scheduled and/or required.

Physical Demands

The work requires considerable and strenuous physical exertion such as frequent climbing of tall ladders, lifting heavy objects over 50 pounds, crouching or crawling in restricted areas.

Work Environment

The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress requiring a range of safety and other precautions (e.g., working at great heights under extreme outdoor weather conditions, or in similar situations in which conditions cannot be controlled).

HR: LD	Union: Basic	EEOC: Skilled Craft Workers	CSB: 03/01/2022	Class No: 5207
WC: 5190	Pay:	EEOF: Admin/Finance	CC:	Resolution:

ELECTRICIAN

Electrician

SUMMARY/PURPOSE: ~~—— Perform~~

To perform skilled electrical work in the installation and repair of wiring, apparatus, and equipment for light, heat, and power.

FUNCTIONAL AREAS:

4. ~~—— SUPERVISION RECEIVED~~

~~For both one-of-a-kind and repetitive tasks, the supervisor makes specific assignments that are accompanied by clear, detailed, and specific instructions. Incumbents work as instructed and consult with the supervisor.~~

SUPERVISION GIVEN

Does not supervise.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Perform skilled electrical work in the installation and repair of wiring, apparatus, and equipment for light, heat, and power.

2. * ~~A.~~ Perform work to bend, shape and install conduits, including plastic mold and wire mold.

3. * ~~B.~~ Install transformers, control boards, electronic circuits, coil circuit breakers, voltage regulators, switches, fuses, and related electrical equipment.

4. * ~~C.~~ Perform additions, extensions, or alterations in electrical installations for power, light, heat, and appliances in buildings and on grounds.

5. * ~~D.~~ Repair and test a variety of electrical circuits, machinery, transformers, meters, and recording instruments.

6. * ~~E.~~ Install and connect motors, lights, controllers, voltage regulators, and racks.

7. * ~~F.~~ Inspect and maintain electrical equipment and motors.

8. * ~~G.~~ Perform work to erect ladders and scaffolding in compliance with established safety standards.

9. * ~~H.~~ Estimate costs for electrical installation or repair projects.

10. * ~~I.~~ Install, maintain, and repair street lighting systems.

11. ~~2.~~ Organize and direct the activities of assigned personnel.

12. * ~~A.~~ Determine priorities and coordinate schedules to ensure completion of work.

13. * ~~B.~~ Monitor ~~work sites~~ worksites to ensure compliance with established methods, guidelines, and procedures.

14. * ~~C.~~ Train assigned personnel in the correct and safe methods and procedures necessary to perform their work.

3. ~~—— Perform other related work as required.~~

15. * ~~A.~~ Investigate complaints related to the proper operation of electrical systems.

16. * ~~B.~~ Prepare ~~work sites~~ worksites by setting up appropriate barricades, warning devices, and equipment.

* ~~C.~~ ~~Maintain work areas by snow shoveling and sweeping.~~

17. * ~~D.~~ Perform work to clean tools, equipment, materials, and work areas.

18. * ~~E.~~ Perform work to trench for the placement of underground electrical cables.

19. * ~~F.~~ Perform work to locate underground electrical systems.

20. Be an effective team member by exhibiting self-motivation, supporting other employees in handling tasks, interacting effectively and respectfully with others, showing a desire to contribute to the team effort, accepting assignments willingly, and completing tasks within agreed upon timelines.
21. Other duties may be assigned.

JOB REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skills, and abilities required.

1. Education & Experience Requirements

- A. A minimum of three (3) years of related education and/or of full-time, verifiable professional experience to include installation and repair of electrical wiring, systems, and fixtures in buildings as a primary responsibility.

2. License Requirements:

- A. ~~+ A. Possession of a~~ Possess and maintain Minnesota Class "A" Journeyperson Electrician's License.
- B. ~~+ B. Possession of~~ Possess and maintain a valid Minnesota Driver's License Class D driver's license or privilege upon appointment and thereafter.

3. Knowledge Requirements:

- A. ~~+ A.~~ Knowledge of the National Electrical Code.
- B. ~~+ B.~~ Knowledge of state and local regulations governing electrical wiring.
- C. ~~+ C.~~ Knowledge of precautionary, safety, and fire prevention methods involved in electrical work.
- D. ~~+ D.~~ Knowledge of applicable safety regulations. ~~and requirements.~~
- E. Knowledge of problem-solving and conflict-resolution techniques.
- F. Knowledge of, or the ability to learn, City policies and procedures.

4. Skill Requirements:

- A. ~~+ A.~~ Skill in the use of the tools, equipment, materials, methods, and practices used in the installation, maintenance, and repair of electrical lines, equipment, and devices.
- B. ~~+ B.~~ Skill in inspecting, diagnosing, and repairing malfunctioning electrical equipment.
- C. ~~+ C.~~ Skill in performing mathematical calculations in order to size wire and determine current load.
- D. ~~+ D.~~ Skill in reading and interpreting blueprints and schematic drawings.
- E. Skill in the operation of office equipment including, but not limited to, general computer systems, job required software applications, the internet, and modern office equipment.
- F. Skill in managing one's own time.
- G. Skill in completing assignments accurately and with attention to detail.

5. Ability Requirements:

- A. ~~+ A.~~ Ability to establish ~~Ability to work on-call after completion of regular assigned work hours.~~
- B. Ability to create and maintain ~~effective~~ a positive working environment that welcomes diversity, ensures cooperation, and promotes respect by sharing expertise with team members, fostering safe work practices, and developing trusting work relationships with co-workers, supervisors, and the general public.
- C. ~~+ B.~~ Ability to communicate and interact effectively in with members of the public.
- D. Ability to communicate effectively both ~~written~~ orally and ~~oral form~~ in writing.

- ~~E. + C. Ability to plan, assign, understand and supervise the work of assigned personnel follow instructions.~~
~~F. + D. Ability to work outside in inclement weather problem-solve a variety of situations.~~
~~A. + E. Ability to work on call after completion of regular assigned work hours.~~
~~G. + F. Ability to set priorities and complete assignments on time.~~

Ability to attend work on a regular basis.

- ~~H. G. Ability to obtain a Minnesota Class "B" Commercial Driver's License as scheduled and/or equivalent required.~~
~~+ H. Ability to work at heights up to 80 feet.~~
~~+ I. Ability to stand, walk, kneel, crouch, and stoop, as needed to perform work activities.~~
~~+ J. Ability to frequently push, pull, lift to move and carry equipment weighing up to 50 pounds and occasionally up to 100 pounds.~~

~~* Essential functions of the job.~~

~~+ Job requirements needed on the first day of employment.~~

Physical Demands

The work requires considerable and strenuous physical exertion such as frequent climbing of tall ladders, lifting heavy objects over 50 pounds, crouching or crawling in restricted areas.

Work Environment

The work environment involves high risks with exposure to potentially dangerous situations or unusual environmental stress requiring a range of safety and other precautions (e.g., working at great heights under extreme outdoor weather conditions, or in similar situations in which conditions cannot be controlled).

HR: GTLD	Union: Basic	EEOC: Skilled Craft Workers	CSB: 20090303	Class No: 5207
WC: 5190	Pay: 29	EEOF: Admin/Finance	CC: 20090413	Resolution: 00-0198R