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Office of Human Resources Management

Electrical Worker 08

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NOTE: THE SENTENCE IN PART I DESCRIBING THE PURPOSE OF THE POSITION AND PARTS II AND III IN THEIR ENTIRETY ARE PERMANENT PARTS OF THE LIBRARY AND MAY NOT BE CHANGED OR EDITED IN ANY WAY.

I. INTRODUCTION

This position involves the installation, maintenance, troubleshooting, and repair of electrical wiring systems and associated fixtures, controls, and equipment in industrial, institutional, office and residential buildings.

II. MAJOR DUTIES AND RESPONSIBILITIES

Modifies, repairs, and maintains electrical fixtures, controls, and equipment. The incumbent also performs installation or repair of electrical systems in buildings on site and limited work associated with complex electrical systems. All work is done in full compliance with the National Electrical Code (NEC), local codes, building plans, etc.

III. FACTOR LEVELS

1. Skill and Knowledge - Knowledge and application of electrical principles, materials and safety standards. Knowledge of location and operation of fixtures, wiring and controls (i.e., light switches, circuit breakers, fuses, relays and outlets). Ability to read and follow wiring diagrams. Skill in removing and replacing fixtures and controls; making minor repairs (i.e., tightening connections, wrapping exposed wiring with insulating tape and soldering wires); rearranging old and installing new equipment (i.e., outlets, relays, switches and light fixtures); testing circuits; measuring, cutting and bending wire and conduit,; using hand and power tools and limited test equipment (i.e., meggers, test lamps and ammeters).

2. Responsibility - Receives specific assignments with detailed instructions, including planning and lay out, from supervisor or journey level electrician. Responsible for selecting tools, deciding on methods and techniques to use, observing all on-the- job safety measures, and carrying out work with little in- progress checking. Routine duties are accomplished independently. Supervisor or journey level electrician is available to advise and assist with unusual problems or unfamiliar assignments. Supervisory review of completed work for timeliness and for meeting requirements.

3. Physical Effort - The work requires heavy physical exertion such as frequent climbing of ladders or scaffolds, crouching or crawling in restricted areas, and lifting and carrying of heavy objects weighing up to 20 and occasionally weighing up to 40 pounds.

4. Working Conditions - The work environment involves moderate risks or discomforts which requires special safety precautions such as those required when working around moving parts or machinery, working in bad weather, possible exposure to injury from falling, electrical shock, and burns.

THIS POSITION IS EXEMPT FROM COVERAGE UNDER THE FLSA.

IV. UNIQUE POSITION REQUIREMENTS

(Last Updated: November 4, 1994)

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