

## **ELECTRICIAN II**

### **DISTINGUISHING FEATURES OF THE CLASS:**

This is an advanced technical and working supervisory position responsible for the design, layout, installation, repair, and evaluation of electrical power systems and equipment. The class differs from that of Electrician I by virtue of supervisory duties and responsibility for planning, coordinating and instructing in large projects. Work is performed under the general supervision of an administrative employee with considerable leeway for planning and carrying out assignments. Supervision is exercised over assigned employees. Employees are required to report to work as needed to cover emergency situations and to participate in snow and ice control activities.

### **TYPICAL WORK ACTIVITIES:**

Typical work activities for incumbents in this title include those listed below in addition to those typical work activities performed by lower level titles in the series. They are indicative of the level and types of activities performed by incumbents in this title. It is not meant to be all inclusive and does not preclude a supervisor from assigning activities not listed which could reasonably be expected to be performed by an employee in this title.

1. Designs, prepares layouts for, installs, repairs, and evaluates electrical power systems and equipment;
2. Calculates electrical power supplies and usage;
3. Prepares layouts of electrical power distribution lines, relays, transformers, computers, central processing units, air conditioners, heating units, and other systems as required; supervises and participates in the installation, repair, and maintenance of these lines;
4. Analyzes and calculates energy conservation; supervises and participates in the installation of energy conservation equipment;
5. Supervises and participates in the installation of switches relays, motors, temperature controls, and other controls on terminals as required;
6. Supervises and participates in the installation, repair, and maintenance of indoor and outside lighting fixtures and related devices;
7. Supervises and participates in the maintenance and repair of computerized security, fire and control systems;
8. Maintains inventory of materials and equipment; requisitions same when needed;
9. Keeps records and makes reports of electrical projects;
10. Participates in snow and ice control activities, which may include working overtime hours, reporting to work early, or reporting to work on scheduled days off, in cold and wet conditions;
11. May perform time and attendance functions, performance evaluations, and handle disciplinary problems;
12. With supervision, may meet with contractors in planning projects.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of the common practices, tools, terminology, and safety procedures of the electrical trade; skill in the application of such knowledge in order to plan, lead, coordinate and complete electrical projects; thorough knowledge of the design construction, installation, maintenance, and repair of electrical instruments, devices, and equipment; good knowledge of computerized control systems; working knowledge of energy conservation methods related to the design and operation of electrical systems; ability to work with low

**ELECTRICIAN II** (Cont'd)

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** (Cont'd)

potential, high potential, and extra high potential circuits; ability to interpret and apply building plans, blueprints, wiring diagrams, and engineering drawings and to use formulas basic to the trade to determine voltage and resistance; ability to calculate quantities and costs of materials necessary for electrical projects; ability to supervise the work of others; ability to take the lead and give directions in the event of an electrical failure or emergency; dependability; initiative; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Five (5) years of experience in a position involving the performance of electrical repairs and installation, two (2) of which were unsupervised, or an equivalent combination of training and experience.

NOTE: No less than two (2) years of the unsupervised experience will be accepted.

**SPECIAL REQUIREMENT:**

A department head may require the possession a valid New York State Driver License at the time of appointment and to maintain position.

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