

ELECTRICIAN I

DISTINGUISHING FEATURES OF THE CLASS:

This is a skilled trades position which involves the maintenance and installation of electrical systems and equipment. Incumbents receive general instruction in regard to assignments and may be required to perform building maintenance tasks which are other than electrical in nature. Considerable leeway is allowed as to the methods and procedures employed in the completion of assignments. This class differs from that of Electrician II in that the II level includes a higher level of technical knowledge, supervision duties and responsibility for planning, coordinating and instruction. The responsibilities of Electrician I are performed under the general supervision of a higher level employee. Supervision may be exercised over helpers in electrical projects. 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:

The following is 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. Installs, maintains, and repairs electrical systems and equipment;
2. Works from building plans, blueprints, wiring diagrams, engineering drawings, and electrical maintenance and repair manuals to plan and lay out the routing, placement, type, size, gauge, balance, load continuity, and proper and safe operation of electrical circuits;
3. Estimates electrical materials and costs;
4. Troubleshoots electrical systems to locate shorts, grounds, crosses, electrolysis damage, capacitance, imbalance, or breaks using such common electrical test devices as voltmeter and ohmmeter. Makes repairs to defective, loose, or corroded lines and connections;
5. Performs electrical work connected with the maintenance and repair of heating and cooling systems;
6. Performs general electrical work involved with alterations and remodeling;
7. Troubleshoots and repairs computerized security, fire alarm and other control systems;
8. Instructs and supervises maintenance personnel in routine electrical work;
9. Keeps records of electrical activities;
10. Performs general building maintenance tasks;
11. 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;
12. May be required to operate a motor vehicle in connection with assignments.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of the common practices, tools, terminology, and safety procedures of the trade; thorough knowledge of the design, construction, installation, maintenance and repair of electrical instruments, devices, and equipment; good knowledge of computerized control systems; ability to work with low potential, high potential and extra-high potential circuits; ability to interpret and apply building plans, blueprints, wiring diagrams, and engineering drawings and use formulas basic to the trades to determine voltage and resistance; ability to oversee the work of others; ability to follow oral and written directions; dependability; initiative; good judgement; physical condition commensurate with the demands of the position.

ELECTRICIAN I (Cont'd)

MINIMUM QUALIFICATIONS:

Four (4) years of experience in a position involving the performance of skilled electrical repairs, 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 may require the possession of a valid New York State Driver License at the time of appointment and to maintain position.

TR1202

ADOPTED: 01/01/78

REVISED: 09/01/78 11/27/79 06/11/85 07/01/91 07/23/97
10/27/15