

TITLE: Electrician

CLASSIFICATION: Classified

SALARY GRADE: C12

SCOPE OF POSITION:

Under general direction, performs journey-level preventative or corrective electrical installations, repairs, and maintenance. Maintains and repairs existing air conditioning infrastructure, fire safety systems, and other electrical control, wiring, and lighting systems. Inspects electrical systems and components for compliance with local, state, and federal laws. Serves as a lead worker to other classified staff.

KEY DUTIES AND RESPONSIBILITIES:

Examples of key duties are interpreted as being descriptive and not restrictive in nature. Incumbents routinely perform approximately 80% of the duties below.

1. Installs, maintains, and repairs electrical control, wiring, heating, air conditioning, and lighting systems.
2. Conducts routine checks on electrical systems and components. Assesses electrical issues and oversees repair services or replacement.
3. Maintains fire safety systems.
4. Maintains and improves electrical infrastructure.
5. Plans, and estimates cost, time and materials for electrical projects.
6. Responds to critical needs and emergencies.
7. Monitors work done by outside contractors for adherence to local, state and federal code requirements, and reports violations.
8. Responds to critical needs and emergencies.
9. Participates in the maintenance, inventory and operations of the electrical shop; cleans, maintains and services tools and equipment used in the performance of duties.
10. Assists other employees in Facilities Operations.
11. Directs the work of student and short-term, non-continuing employees.
12. Serves as a lead worker to other classified employees.

KNOWLEDGE OF:

1. Electrical theory, methods, materials, tools, equipment, practices and systems used in the electrical trade and in the maintenance of related tools, machinery, and equipment.
2. Configuration of computerized electrical systems
3. Electrical distribution systems (24-12K volts).
4. Safety precautions in the maintenance and installation of electronic and mechanical equipment.
5. Relevant local, state, and federal rules and regulations, policies and procedures.
6. Applicable technology usage, including standard office productivity software and other appropriate technology.

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ABILITY TO:

1. Operate and use required tools and equipment skillfully and safely.
2. Estimate cost, time, and materials of electrical work and create rough sketches.
3. Read and comprehend plans and blueprints.
4. Collaborate productively and cooperatively with individuals and groups both internally and/or externally.
5. Communicate effectively, both orally and in writing.
6. Exercise appropriate judgement in interactions with others and with work processes.
7. Interact with the public in a helpful, courteous, and professional manner.
8. Demonstrate sensitivity to, and respect for, a diverse population.

QUALIFICATIONS:

Candidates/incumbents must meet the minimum qualifications as detailed below, or file for equivalency. Equivalency decisions are made on the basis of a combination of education and experience that would likely provide the required knowledge and abilities. If requesting consideration on the basis of equivalency, an Equivalency Application is required at the time of interest in a position (equivalency decisions are made by the supervising administrators, in coordination with the department where the vacancy exists, if needed.)

EDUCATION:

High school diploma or GED and completion of an apprenticeship program required.

EXPERIENCE:

4+ years of experience as a licensed, journey-level wireman in a commercial, industrial, or facilities operations setting.

OTHER REQUIREMENTS:

- Current and valid C-10 Electrical License.
- This classification requires the use of a personal or District vehicle while conducting District business. Must possess a valid (Class C) California driver's license and an acceptable driving record.
- Must be able to perform physical activities such as, but not limited to, lifting (up to 50 lbs. unassisted), bending, standing, climbing or walking.
- Must be able to safely use manual tools and power equipment common in the construction trades.
- Must be able to handle hazardous materials safely and tolerate exposure to electrical hazards.
- Ability to stay current with the following: ABS brake systems, fuel management systems, automotive electrical training, and ASE certification Automotive Diagnostic.
- Occasionally required to work under inclement weather conditions.

SANTA ROSA JUNIOR COLLEGE COMMITMENT:

All classifications require a commitment to the District's Vision, Mission, Values, Goals and Objectives as articulated in the [Strategic Plan](#).