

Job Description

Job Title: Journeyman Electrician
Reports To: Construction Manager

FLSA Status: Hourly
Date: 9-4-2013

SUMMARY:

This position is primarily responsible for applying electrical theory and related knowledge to test and modify developmental or operational electrical machinery and electrical control equipment and circuitry

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Core duties and responsibilities include the following. Other duties may be assigned.

Plans new or modified installations to minimize waste of materials, provide access for future maintenance, and avoid unsightly, hazardous, and unreliable wiring, consistent with specifications and local electrical codes.

Prepares sketches showing location of wiring and equipment, or follows diagrams or blueprints, ensuring that concealed wiring is installed before completion of future walls, ceilings, and flooring.

Measures, cuts, bends, threads, assembles, and installs electrical conduit.

Pulls wiring through conduit.

Splices wires by stripping insulation from terminal leads, twisting or soldering wires together, and applying tape or terminal caps.

Installs control and distribution apparatus such as switches, relays, and circuit-breaker panels.

Connects power cables to equipment, such as radio equipment, HVAC, and installs grounding leads.

Tests continuity of circuit to ensure electrical compatibility and safety of components with testing instruments such as ohmmeter, battery and buzzer, and oscilloscope.

Observes functioning of installed equipment or system to detect hazards and need for adjustments, relocation, or replacement.

Repairs faulty equipment or systems.

Installs local utility in-coming services/switchgears and grounds per the local utility standards.

Installs, wires, and grounds transformers

Installs wires and grounds D.C. power plants

Wires D.C. voltage to radio equipment.

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE:

Minimum 5 years related experience and/or training;

KEY COMPETENCIES:

To perform the job successfully, an individual should demonstrate the following competencies:

- Problem Solving - Identifies and resolves problems in a timely manner; Develops alternative solutions.
- Technical Skills - Strives to continuously build knowledge and skills.
- Customer Service - Responds promptly to customer needs.
- Organizational Support - Follows policies and procedures; Completes administrative tasks correctly and on time.
- Professionalism - Approaches others in a tactful manner.
- Quality - Demonstrates accuracy and thoroughness.
- Quantity - Completes work in timely manner.
- Attendance/Punctuality - Is consistently at work and on time.
- Dependability - Follows instructions, responds to management direction.

LANGUAGE SKILLS:

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

MATHEMATICAL SKILLS:

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

REASONING ABILITY:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret and provide a variety of instructions furnished in written, oral, diagram, or schedule form.

COMPUTER SKILLS:

To perform this job successfully, an individual should have knowledge of Accounting software; Database software; Internet software; Service Order Processing systems; Project Management software; Spreadsheet software and Word Processing software.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to sit; use hands to finger, handle, or feel and talk or hear. The employee is frequently required to reach with hands and arms. The employee is frequently required to stand; walk; climb or balance; stoop, kneel, crouch, or crawl and taste or smell.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to fumes or airborne particles; toxic or caustic chemicals and risk of electrical shock. The employee is frequently exposed to risk of radiation and vibration. The employee is occasionally exposed to wet and/or humid conditions (non-weather); working near moving mechanical parts; outdoor weather conditions; extreme cold (non-weather) and extreme heat (non-weather).

The noise level in the work environment is usually moderate.