

South Jordan City

Job Description

Title: Electrician
Org: 100560
Pay Grade: 17

Effective Date: 2/12/20
FLSA: Non-Exempt
Workers Comp: Municipal

GENERAL PURPOSE

Perform duties as master electrician to maintain, repair, install and troubleshoot electrical and related equipment at various City-owned or operated facilities and streetlights.

SUPERVISOR

Streets Manager

POSITION(S) SUPERVISED

Street Light Technician

ESSENTIAL JOB FUNCTIONS

Meet performance standards established with the employee's supervisor.

Job attendance is required, except for authorized leave.

Perform master level electrician duties on all City facilities, streetlights and other City assets to assure proper operations. Work with Facilities division to monitor and maintain electrical services to assure safety and functionality.

Train, mentor, supervise, and assist maintenance workers in performing their job duties. Observe and actively participate in work zone safety procedures. Follow safety principles when operating vehicles and equipment to reduce/eliminate accidents and injury.

Assist in scheduling, rating applications, and interviewing positions supervised. Conduct performance evaluations of supervised employees in accordance with the human resources policies and procedures of the city.

Troubleshoot various types of electrical equipment including high and low voltage power supplies, motors, pumps, lighting, feeds and telemetry. Make appropriate repairs through obtaining necessary equipment and parts and installing same.

Determine demand and electrical needs to various operating environments, special City projects and events.

Provide electrical repair a variety of electrical components, motors and street lighting.

Check mechanical parts in circuit breakers, voltage regulators and transformers.

Manage electrical work order requests relating to building maintenance, City street lights, water pumps, sprinkler transformers and cross walks, providing safe and reliable services; assign daily work to Electrician Assistant.

Operate equipment as needed: backhoe, underground boring equipment, boom truck, trencher to perform necessary repair and system maintenance.

Order parts, keep inventory of electrical supplies, and understand blue stakes symbols and colors to provide timely repairs.

Set forms and pour concrete for streetlight bases. Read blueprints and inspect street lighting for appropriate bond release.

Assist in budgeting process and planning for future CIP projects.

Compensated on-call rotations as assigned. Must remain available for phone contact and respond to work site within one (1) hour of notification and be in compliance with the City's Drug & Alcohol policies.

Subject to uncompensated stand-by by rotation for a given event, such as a pending snowstorm event or response to a natural disaster. Must remain in compliance with the City's Drug & Alcohol policies.

Employee shall live no more than 30 miles from the South Jordan City border and have the ability to travel from their place of residence to the South Jordan City Public Works building in no more than 45 minutes time. Perform other duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Graduation from high school or G.E.D equivalency;
- AND
- B. Six (6) years of relevant work experience.

2. Special Qualifications

Master Electrician license from the State of Utah Division of Occupational & Professional Licensing

Valid Utah Class A Commercial Driver License or obtain within six (6) months of employment.

3. Knowledge, Skills and Abilities:

Ability to operate tools and equipment used in electrical work; ability to follow oral and written instructions; ability to perform heavy lifting and other duties requiring moderate physical strength. Ability to develop positive working relationship with subordinates, co-workers, and supervisor(s).

Ability to operate a personal computer and Microsoft products.

4. Working Conditions:

Tasks require variety of moderately heavy physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, lifting (40-60 lbs.), etc. Talking, hearing and seeing essential to the performance of the job. Daily exposure to weather extremes and seasonal conditions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, critical thinking. Frequent local travel required in normal course of job performance.

Moderately heavy physical activity. May be required to push, pull, or lift medium to heavy weights. May have to stand, walk or sit uncomfortably for extended periods. Moderate exposure to weather including heat, cold, fumes, noise, dust, or grease. Work at elevated heights. May be exposed to voltages over 440 volts.

The above statements are intended to describe the general nature and level of work being performed by person(s) assigned to this job. They are not intended to and do not infer or create any employment, compensation, or contract rights to any person or persons. This job description reflects management's assignment of essential functions; it does not prescribe or restrict the tasks that may be assigned. This updated job description supersedes prior descriptions for the same position.

Human Resources Use Only

Job Class:	Municipal Non-Exempt	EEO-4 Class:	Skilled Craft Worker
Location:	Street Lighting	EEOP Class:	Craft Worker
Group/BU:	General Pay Plan	Tech-Net Match:	614