

South Jordan City

Job Description

Title: Maintenance Electrician
Org: 600580
Pay Grade: 15

Effective Date: 7/1/21
FLSA: Non-Exempt
Workers Comp: Municipal

GENERAL PURPOSE

Provide installation, maintenance and support of electrical power, communications, lighting, SCADA, and control systems. Troubleshoot electrical problems at various sites and facilities. Perform maintenance and modifications of electronic devices such as automated instrumentation and control systems, and electrical distribution systems.

SUPERVISOR

Electrician

POSITION(S) SUPERVISED

None

ESSENTIAL JOB FUNCTIONS

Meet performance standards established with the employee's supervisor.

Job attendance is required, except for authorized leave.

Perform journey level electrician duties with the knowledge and ability to operate electronic equipment such as transmitters, digital meters, test instruments, calibrators, analog signal generators, telemetry radios, PLC's, generators, motor starters, VFD's, amp meters, transducers, and arc flash knowledge.

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

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/facility maintenance, City street lights, water pumps, sprinkler transformers.

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.

Maintains various precision telemetry and other automated control systems, which may include water distribution systems to regulate pressures and flows. Must be able to make precise adjustments to the function and/or aiming of these devices.

Maintains accurate records of work performed, time, and material used. Maintains inventories of equipment and replacement parts. Perform preventive maintenance and may create maintenance schedules. Recommend material procurement.

Compensated on-call rotations as assigned. Must remain available for phone contact and respond to work site within one (1) hour of notification and comply 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. Four (4) years of relevant work experience

2. Special Qualifications

Journeyman 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 a personal computer and Microsoft products.

Knowledge of principles of municipal water systems.

Knowledge of building and electrical codes.

Knowledge of electrical motors and motor controls, wiring, pumps and lighting systems, and general mechanical ability. Must be familiar with the use of hand tools commonly used in the electrical trade.

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).

Knowledge of customer service principals and ability to apply those in a workplace setting.

Ability to understand and carry out written and oral instructions. Ability to make mathematical and statistical calculations of moderate difficulty.

Ability to communicate in large group settings.

4. Working Conditions:

Tasks require variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, lifting, 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(s). 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 all prior descriptions for the same position.

Human Resources Use Only

Job Class:	Municipal Non-Exempt	EEO-4 Class:	Skilled Craft Worker
Location:	Water	EEOP Class:	Craft Worker
Group/BU:	General Pay Plan	Tech-Net Match:	615