Electrician I

Job Code 00007061

**General Description**
Responsible for performing entry-level electrical work including installation, maintenance, and repair of the campus electrical systems and equipment.

**Examples of Duties**
- Inspect designated areas in assigned buildings to ensure that electrical equipment is functioning properly.
- Troubleshoot, repair, replace, and perform preventative maintenance on electrical equipment.
- Restore power to buildings and equipment by identifying problems, re-routing power, and making repairs.
- Install conduits, boxes, fittings, surge protection, and line filtering equipment.
- Perform underground electrical work.
- Remove and replace inoperative lamp holders, switches, fixtures, receptacles, breakers, panels, and switchgear.
- Train, direct, and monitor the work of assigned employees.
- Operate university vehicles.
- Assist elevator maintenance contractor.
- Terminate and/or splice and connect high-voltage distribution wiring to transformers and switches.
- Provide cost estimates and assistance on larger installation, renovation, and expansion projects.
- Provide technical support at sporting and other special events.
- Maintain routine preventative maintenance schedule on designated equipment.
- Check water levels in areas containing high voltage, phone, and computer cables.
- Remove water when necessary using pump.
- Perform a variety of duties related to maintenance on air conditioning equipment, plumbing, and carpentry.
- Perform other duties as assigned.

**Knowledge, Skills, and Abilities**
- **Knowledge of:** safety procedures; equipment used for electrical work; electrical theory and codes; mechanical concepts; construction standards; lubricants, hydraulic oil, transformer oil, gasoline, diesel fuel, cleaners, and related chemicals; university’s lighting systems; applicable laws and codes; computers.
- **Skill in:** use of sight, touch, touch, smell, hearing, and technical theory to repair inoperable equipment and to ensure efficient operation; working within confined spaces and high areas; communicating between departments and convey messages; working as a team member on large job sites or projects; interact courteously with others; prioritizing work; problem solving.
**Ability to:** understand work orders and memos regarding assignments; interpret blueprints and schematics; use measuring devices; review work logs and time sheets; read and interpret technical manuals; complete simple supply request forms, time slips, and work logs; calculate electrical values and ratios; work as a team member on large tasks; interact courteously with student body, faculty, staff, and contractors; work under pressure in emergency situations; provide set-up of equipment for sports and other special events; maintain and repair commercial laundry and athletic equipment; make minor repairs on audio-visual equipment; explain technical material to lay persons.

**Education and Experience**
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

**Other Requirements**

Revised 09/20/2012