

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.

Educational 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

Must have a State of Texas Apprentice Electrician License.