

# UTILITIES ELECTRICIAN I

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Position Code: 2066

WC Code: 7520

FLSA Status: Non-Exempt

Pay Grade: 347

Location: Public Services

Approval Date: 2018

## **General Statement of Duties**

Performs responsible skilled and semi-skilled work ensuring that all electrical equipment and systems essential to collections and distribution are properly installed and maintained.

## **Distinguishing Features of the Class**

An employee in this class performs a variety of skilled and semi-skilled work installing and maintaining all electrical equipment related to lift stations, pump stations, and other utilities locations. Employees are subject to working in both inside and outside environments, in extreme hot or cold weather, and exposure to various hazards such as loud noises, vibration, moving mechanical parts, electrical current, chemicals, fumes, odors, dusts, mists, gases, poor ventilation, and oils. Work is also subject to the final standards of OSHA on blood borne pathogens. Employees are subject to on-call and callback work. Work is performed under regular supervision and is evaluated through observation and inspection for adherence to instructions and standard trade and safety practices.

## **Duties and Responsibilities**

Assists with installation, maintenance, and repair of medium voltage water pumps, booster stations, motors, and related control equipment

Assists with installation, maintenance, repair and trouble-shooting of low-voltage and medium 3-phase voltage equipment and switch gear, other electrical systems and components

Assists with repair of system and component failures

Purchases materials for maintenance and repair of electrical systems and equipment

Maintains maintenance and repair records

Troubleshoots/maintains equipment

Works in a safe manner and reports unsafe activity and conditions

Follows Town-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and monitoring

## **Recruitment and Selection Guidelines**

### **Knowledge, Skills, and Abilities**

Knowledge of principles, practices, methods, materials, and tools used in maintenance, installation, repair, and modification of industrial electrical and electronic systems

Knowledge of maintenance and operation of electrical motors, centrifugal and deep well turbine pumps and water transmission systems

Knowledge of principles and operation of electrical, electronic, and computer control systems

Knowledge of design and installation of electrical conduit, cable, wire, switch, and pole line systems

Knowledge of special tools and equipment required for electrical system maintenance, repair, testing and installation, including but not limited to voltmeters, ammeters, and ohmmeters; A.C. frequency drives; generators and transfer switches;

Knowledge of applicable national, state, municipal, and industry installation and repair codes, Federal (OSHA) regulations and Town policies regarding safe work practices.

Ability to follow written and oral instructions, read and interpret technical and operational manuals, blueprints, and diagrams

Ability to operate power equipment, hand tools and a motor vehicle

Ability to troubleshoot electrical equipment

Ability to plan and safely work on and around three phase power

Ability to maintain system performance records

Ability to operate a personal computer using program applications appropriate to assigned duties

Ability to communicate effectively with the public and other employees

## **Physical Requirements**

Must be able to physically perform the basic life operational functions of balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and repetitive motions.

The work requires physical exertion such as walking over rough or difficult terrain; recurring standing, stooping, climbing or walking; recurring lifting of moderately heavy items weighing between 25 and 75 pounds and may require the occasional lifting of objects weighing in excess of 74 pounds. The work may require specific physical characteristic and abilities such as heightened strength, mobility, and dexterity.

## **Minimum Education and Experience**

An Associate's Degree from an accredited community college; or a High School Diploma or GED and two to three years of directly related experience; or an equivalent combination of education and experience.

## **Special Requirement**

Possession of a valid North Carolina driver's license