

OXNARD UNION HIGH SCHOOL DISTRICT

CLASS TITLE: MAINTENANCE ELECTRICIAN II

DEFINITION:

Under the supervision of the Maintenance and Operations Supervisor, performs skilled electrical duties in the installation, maintenance, and repair of electrical systems and equipment; trains and provides work direction to others.

DISTINGUISHING CHARACTERISTICS:

The Maintenance Electrician II performs skilled-level electrical installation, maintenance and repair work, and provides training and work direction to the Maintenance Electrician I, as assigned. The Maintenance Electrician I is the entry-level classification in the Electrician series and incumbents assist in electrical installation, maintenance and repair work, and perform semi-skilled work.

STATEMENT OF TYPICAL DUTIES:

- a. Inspects, repairs, installs, services and maintains electrical systems including cables and conduit, light and power circuits, transformers, motors, fire alarm systems, bell, buzzer, clocks and fans.
- b. Installs additional electrical load and circuitry to expand existing systems.
- c. Installs or replaces necessary interior and exterior wiring for equipment, appliances and lighting.
- d. Installs, maintains and repairs electrical lighting and power systems; replaces fuses; repairs power machinery and equipment; sets and adjusts clocks.
- e. Estimates and orders materials and supplies required for installation, maintenance and repair activities.
- f. Observes and complies with Federal, State and local electrical codes.
- g. Works from sketches, plans, drawings, blueprints and specifications.
- h. Diagnoses and resolves difficult electrical problems; tests electrical systems and equipment and determines repair needs.
- i. Establishes and implements prudent safety policies and procedures; observes safety of others and recommends precautionary action, if necessary, while repairs are in progress.
- j. Trains and provides work direction to assisting personnel, as assigned.
- k. Operates a variety of equipment and machines including testing instruments, drills, saws and other hand and power tools.

- l. Maintains routine records related to assignments and work completed.
- m. Provides assistance to other maintenance trades projects as assigned or as necessary.
- n. Performs other related tasks and assumes responsibilities as may be assigned by proper authority.

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KNOWLEDGE AND ABILITIES:

Knowledge of:

- Methods, materials, tools and equipment used in electrical installation, maintenance and repair work.
- Electrical theory and principles.
- Electrical codes and their proper implementation.
- Proper methods of storing equipment, materials and supplies.
- Technical aspects of field of specialty.
- Appropriate safety practices and procedures.

Ability to:

- Perform skilled electrical installation, maintenance and repair work.
- Operate a variety of tools, equipment and machines utilized in the electrical trade safely and efficiently.
- Work from blueprints, shop drawings and sketches for electrical work.
- Make arithmetic calculations quickly and accurately.
- Analyze situations accurately and adopt an effective course of action.
- Understand and follow oral and written directions.
- Communicate effectively with others.
- Observe and comply with electrical codes and regulations.
- Train and provide work direction to others.
- Establish and maintain cooperative and effective working relationships with others.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: sufficient training and experience to demonstrate the knowledge and abilities listed above and one year journey-level experience in the electrical trade.

PHYSICAL CHARACTERISTICS:

Must be able to bend, stoop, reach horizontally and vertically; lift heavy objects; stand for prolonged periods; see to read; use hands and fingers to operate tools and equipment; speak clearly; and hear well enough to communicate effectively to perform all tasks.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

Work involves indoor and outdoor activities; subject to adverse weather conditions, high voltage, climbing and lifting.

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