



Position Title: Part-Time Electrician/Relamper III
Reports To: Electrician IV and/or V
Department: Facilities Maintenance
Prepared By/Date: Donna French/09-08-2011
Approved By/Date: Marvin Francisco/09-09-2011
Revised:

Job Code: 8406-00E
Job Group: Class-R
Salary Grade: CN
FLSA Status: Non-Exempt

Summary:

This is semi-skilled and skilled work in the installation, maintenance, and repair of College electrical systems and their related components. Works under the guidance of an Electrician IV and V, or assignee and in accordance with the standard practices of the electrical trade. The work is inspected and reviewed upon completion for compliance with building codes and specifications by either Electrician IV or V.

Essential Duties and Responsibilities:

- Performs tasks by using the standard tools, materials, codes, methods, and safe practices of the electrical trade
- Assists in installing, maintaining and repairs of electrical lighting systems including ballasts, fixtures wiring, fuses, sockets, and bulbs
- Assists in the task of lighting preventive maintenance
- Changes ballasts (277V)
- Changes lamps
- Digs trenches
- Assists journeyman electrician as needed
- Performs other duties as assigned

Knowledge, Skills and Abilities:

- Ability to travel to any campus on a daily basis
- Ability to follow directions and work with minimal supervision
- Ability to work well in a multi-ethnic and multi-cultural environment with students, faculty and staff

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the noise level in the work environment is usually quiet.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to stand and reach with hands and arms. The employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls; and talk or hear. The employee is occasionally required to walk and sit.

The employee must have the ability to repeatedly lift/carry, push/pull up to 50 lbs. over a distance of

20 feet, and work from heights and in areas where climbing a ladder is required.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Essential Personnel:

This function/position has been designated as “essential.” This means that when the College is faced with an institutional emergency, employees in such positions may be required to remain at their work location or to report to work to protect, recover, and continue operations at the College.

Minimum Requirements:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- High school diploma or equivalent with a minimum of three (3) years of experience in the electrical trade either as a trade helper (or equivalent) or as a participant in good standing in an acceptable formal training program
- Must possess a valid Florida Driver License

ACKNOWLEDGEMENT

I have read and acknowledge receipt of a copy of my job description.

Signature

Date

Printed Name