

UTILITIES ELECTRICIAN I

Position Code: 2066

WC Code: 7520

FLSA Status: Non-Exempt

Pay Grade: 347

Location: Public Services

Approval Date: 2022

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

While performing the duties of this job, the employee is frequently required to reach with hands and arms, stand, sit, walk, use hands to grasp, handle, feel or operate objects, tools, or controls and talk or hear. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate tools and equipment. The employee is occasionally required to climb, balance, stoop, kneel, and crouch. This position involves heavy work requiring the employee to exert up to 100 pounds of force occasionally; and/or up to 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects. Lifts and carries heavy equipment and/or materials (up to 50 pounds) to carryout assignments.

The employee may be exposed to hazardous physical conditions (including but not limited to confined spaces, heights, mechanical parts, work zones, electrical currents, and vibration) infectious diseases (air and water borne pathogens), poor atmospheric conditions (including but not limited to fumes, odors, dusts, gases, and poor ventilation), inadequate lighting, and intense noise. In addition, the work will require seasonal exposure to extreme weather conditions, snakes, insects, and wildlife common to water and sewer lines, underground utilities and construction sites.

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