



The City Beautiful

City of Coral Gables Job Description

Job Title: Electrician
Department: Public Works
Classification: 3109
Pay grade: 19C
FLSA: Non-Exempt

Prepared Date: 3/07
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Summary

This is skilled work at the journeyman level in installation, alteration, maintenance, and repair of electrical systems, equipment, and fixtures.

Essential Duties and Responsibilities

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification.

Electricians do skilled work in accordance with standard practices of the electrical trade. Employees are allowed considerable latitude in determining methods of work procedure, and are frequently assisted by and supervise sub-journeyman helpers. Instructions relating to work assignments may be oral or written, and may be accompanied by sketches, blueprints, and electrical diagrams. Work is usually assigned by foreman or other technical superiors and is ordinarily checked by the satisfactory performance of the equipment of the equipment installed, repaired, or maintained.

Maintains and repairs sterilizers, heaters, fans, floor scrubbers, circulating pumps, kitchen machinery and equipment, laundry machinery and equipment, and other electrical equipment throughout the City institutions.

Installs, repairs, modifies, and maintains the various special electric and electronic fixtures.

Repairs electrical motors, flasher units, time clocks, relays, switches, control boxes, switchboard panels, lights, power circuits and fuse boxes.

Layout, and installs electrical conduits for power and lighting in pumping stations, filter plants, and other installations.

Occasionally works with refrigeration equipment; repairs, reconditions, modifies, replaces and installs equipment to refrigerate air and water.

Locates and corrects power failures and motor trouble on electrically operated machinery and apparatus.

Performs other related tasks as required.

Knowledge, Skills, and Abilities

Considerable knowledge of the use of standard tools, equipment, materials, methods, practices and testing devices of the electrical trade.

Considerable knowledge of the principles and theory of electricity.

Considerable knowledge of the occupational hazards and safety precautions of the electrical trade and of work with high voltages.

Knowledge of electrical codes effective in the City.

Ability to install, alter, repair, maintain, and locate defects in a variety of electrical equipment and systems.

Ability to interpret and work from technical sketches and blueprints.

Physical Requirements

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of telephone and personal contact as normally defined by the ability to see, read, talk, sit, stand, hear, use hands to fingers, handle, feel or operate objects, read and write English. Physical capability to effectively use and operate various items of office equipment; such as but not limited to a personal computer, calculator, copiers and fax machines.

Work is predominately outdoors and involves inspection of various land use developments, construction sites. Must be able to lift, carry and or push articles weighing up to 25 lbs. Must be able to wear hard hat/helmet, safety glasses, safety shoes and gloves. Exposure to extreme temperatures, electrical hazards, noise, heights and dust are common. Must have the physical ability to enter into and inspect hazardous locations, climb stairs, reach above and below shoulders, walk and bend.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

Minimum Education and Experience

Requires a high school diploma or equivalent and completion of an approved training course in area of specialty.

One (1) to three (3) years experience in the field or in a related area.

Valid Florida Driver's License; must have a CDL B license.