

Job Description

Electrician

40 Hours | POS #100000345

Direct Report	Facilities Superintendent	Grade	Gr-J \$32.20hr
Department	Department of Facilities & Fleet Management (DFFM)	FLSA	Non-Exempt
Division	DFFM	Bargaining Unit	Union
Date	July 2024	Location	294 Liberty Street

Homeland Security Emergency Status: Essential

Safety Classification: Safety Position

Summary

This position performs skilled electrical work at the journeyman level in City-owned, leased, or occupied buildings or properties.

Supervisory Responsibilities

Supervision Scope: Supervisors are responsible for signing performance reviews.

Supervision Received: This position receives general direction and supervision from the Facilities Superintendent.

Supervision Given: May supervise the work of one or more apprentices.

Essential Function

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

1. Installs, repairs, replaces, upgrades, tests, and maintains electrical equipment and wiring in City-owned, leased, or occupied buildings or properties, fixtures, appliances, and equipment.
2. Inspects and maintains City lighting, traffic control systems and fire alarm systems.
3. Troubleshoots grounded, shorted, and open circuits.
4. Troubleshoots and repairs faulty electrical wiring, defective electrical equipment, and machinery such as motors, generators, transformers, switches, sockets, etc.
5. Inspects, tests, and approves new and existing municipally connected systems.
6. Inspects and tests circuits and fixtures to locate broken wires, loose connections, blown fuses, faulty switches, grounds, sorts, and other defects.
7. Performs work in manholes and on telephone poles and buildings.
8. Provides effective and efficient customer service and promotes and maintains responsive community and working relations.
9. Performs related duties as assigned.

This position is deemed essential personnel and must report to work during emergency situations.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the City of New Bedford and the employee and is subject to change by the City as the needs of the City and requirements of the job change.

Job Description

Competencies

Problem Analysis	Independent Judgement	Thoroughness & Attention to Detail
Communication Proficiency	Customer Service	Organizational Skills
Understanding of the Environment	Responsibility	Adaptability

Minimum Qualifications

Education and Experience

- Graduation from high school or GED equivalent.
- At least 2 – 4 years of related experience.
- Any equivalent combination of education and experience that provides the following knowledge, ability, and skills:

Required Skills and Abilities

- Basic electrical theory and concepts; wiring and circuitry.
- Applicable building codes and regulations.
- The use of tools and equipment required to perform electrical testing, repairs and installations including bucket truck, pickup truck, power tools, hand tools, and other specialized testing equipment.
- Job hazards and safety precautions.
- Troubleshoot and diagnose electrical problems.
- Understand and follow oral and written instructions.
- Work independently with minimal supervision.
- Work in high places (e.g., on telephone poles) and in confined spaces (e.g., manholes).
- Establish and maintain effective working relationships with supervisors, coworkers, and the general public.
- The provision of all Journeyman-level electrical work.
- Critical thinking and problem-solving.

Special Requirements

- Subject to Mandatory CORI (Criminal Offender Record Investigation)
- Possession of a valid Massachusetts driver's license and good driving record. Operates a motor vehicle on a regular basis.
- Massachusetts Journeyman's License or Master Electrician's License.

Work Environment

The **Electrician** makes constant contact with other staff, members of the public and City departments. This requires excellent customer service skills. The **Electrician** is expected to operate in an environment where errors can be costly with regard to efficiency of the operation.

Job Description

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. The work environment and exposures described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work is performed both indoors and outside; hand-eye coordination is necessary to operate various types of tools and equipment. Specific vision abilities required by this job include close vision, prolonged visual concentration, color vision and differentiation, and the ability to adjust focus. While performing the duties of this job, the employee is frequently required to remain in stationary and mobile positions, talk, and hear; use, handle, feel, or operate objects, tools, or controls and reach with hands and arms. The employee is frequently required to climb, bend, balance, stoop, kneel, crouch, or crawl. The employee is frequently exposed to adverse weather and other unpleasant conditions, such as heat, cold, wetness and humidity, dim or bright lights, dust, odors, noise, vibrations, toxic agents, smoke, and electrical currents. The employee must frequently lift and/or move up to 50 pounds and occasionally up to or in excess of 50 pounds.

Work Hours

This is a full-time non-exempt position with a typical 40 hours per week with possible availability for after normal hours of operation during emergencies and other departmental critical needs.

Other Duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice as needed by the City of New Bedford within the scope of departmental needs. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position.