

# **HIDALGO COUNTY BUILDINGS & GROUNDS**

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<b>Job Title:</b> Electrician	<b>FLSA Status:</b> Exempt
<b>Department:</b> 340	<b>Civil Service Status:</b> Non-Exempt

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## **SUMMARY**

Under general supervision, is responsible for electrical systems, construction, installation, diagnosis and repairs in County owned or leased buildings, facilities and equipment. Performs other maintenance duties as needed.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Studies blueprints and/or work orders and determines the number of hours and materials required to complete a job.
- Enforces safety regulations.
- Plans layouts, installs and repairs wiring, electrical fixtures and control equipment.
- Prepares sketches showing location of wiring and equipment or follow diagrams or blueprints, insuring that concealed wiring is installed before completion of future walls, ceilings and flooring.
- Measures, cuts, bends, threads, assembles and installs electrical conduit.
- Pulls wiring through conduit.
- Splices wires by stripping insulations from terminal leads with knife or pliers, twisting or soldering wires together and applying tape or terminal caps.
- Connects wiring to lighting fixtures and power equipment using hand tools.
- Installs control and distribution apparatus, such as switches, relays and circuit-breaker panels.
- Connects power cables to equipment, such as electric range or motor and installs grounding leads.
- Performs a wide variety of moderately complex construction tasks, preventive maintenance and repair work on equipment, building components, electrical systems and facilities.
- Functions as an expert trades person on electronic systems, circuits and heating and air conditioning.
- Builds additions to existing electrical systems.
- Installs electrical conduit, wires, panels, fixtures and switches.
- Calculates loads on existing electrical circuits.
- Analyzes load requirements to determine size of electrical circuits for installation.
- Determines causes and repairs malfunction in high voltage switchgear and electrical distribution systems.
- Regular attendance
- Ability to work well with others.
- Performs such other duties as may be assigned.

## **QUALIFICATION REQUIREMENTS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties and responsibilities.

### **EDUCATION and/or EXPERIENCE**

- High School Diploma or GED;
- Two (2) years of formal technical training from a State approved technical school.  
*Licensed Journeyman*
- At least five (5) years of electrical building maintenance experience which included preventive maintenance and repairs on electrical equipment, buildings and facilities.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

- Must have a current valid Texas Motor Vehicle Operator's License.
- Must be able to be insured by the County's Insurance carrier.

### **OTHER SKILLS AND ABILITIES**

- Employee may be assigned other duties in addition to those listed; duties may change according to the changing needs of the County.

### **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.

While performing the duties of this job, the employee is required to talk or hear. The employee is required to climb and stand. The employee is required to walk; sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move over one-hundred (100) pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT**

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

The employee regularly works near moving mechanical parts. The employee frequently works in high, precarious places and is frequently exposed to risk of electric shock.

The noise level in the work environment is usually loud.

## **SAFETY REQUIREMENTS**

Maintain physical conditions appropriate to the performance of assigned duties and responsibilities which may include the following:

- walking and climbing for extended periods of time
- operating assigned equipment

Maintain mental capacity which permits:

- making sound decisions and using good judgment
- demonstrating intellectual capabilities

Effectively handle a work environment and conditions which involve:

- working closely with others
- working in a multi-task environment

Maintain effective audio-visual discrimination and perception needed for:

- making observations
- reading and writing
- operating assigned equipment
- communicating with others

## **ACCIDENT PREVENTION PROGRAM**

Required to follow all department's safety regulations.