



JOB DESCRIPTION

TITLE: MAINTENANCE ELECTRICIAN
STATUS: Union/FLSA Non-Exempt
GRADE: 15

JOB SUMMARY:

Incumbent is responsible for performing preventative & corrective electrical maintenance on District facilities including sewage lift stations, water pump stations, wastewater treatment facility, and office buildings.

REPORTING RELATIONSHIPS:

This position reports to the SCADA/Electrical Manager. This position receives direction and training from the Lead Maintenance Electrician.

ESSENTIAL DUTIES

Include the following:

- Performs preventative maintenance on various District electrical equipment at offices, reservoirs, lift-stations, pump stations, mini-lift stations, and the wastewater treatment plant;
- Inspects, diagnoses, troubleshoots, maintains, repairs and modifies various District electrical equipment as needed and in cooperation with the Lead Maintenance Electrician;
- Maintains all electrical equipment for the safe operation of both personnel and equipment;
- Works on electrical services from 120 volts to 12,750 volts;
- Assists in design & construction of electrical systems and equipment;
- Works on Low Voltage Communication and automated control circuits of 24V or more.
- Responsible for organization and completion of assigned tasks while responding to daily operations needs;
- Responsible for computerized entry of maintenance records and ordering of necessary electrical materials;
- Competently performs all assigned tasks and assists in the training of other District personnel in electrical systems hazards and repairs;
- Responds to duty after normally scheduled work hours including nights and weekends as required;
- Assists other District staff including SCADA, mechanics, Wastewater Treatment Facility and utility workers as needed;
- Performs other duties as required or assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Repair and maintenance of mechanical and electrical machinery, equipment and automation systems;
- Applicable safety regulations, state and local electrical code and policies;
- Reading and understanding prints, electrical schematics and as built drawings;
- Industrial electrical applications of machinery and electrical distribution equipment;

- Motor control systems, including Programmable Logic Controllers, and variable frequency drives;
- Maintaining Auxiliary power generators and automatic power transfer switches;
- Basic SCADA and automatic control systems principles and process.

Skill in:

- Diagnosing, troubleshooting, maintaining and repairing electrical machinery, electrical equipment and automated electrical systems;
- Working on electrical distribution and control equipment up to 12,750 volts;
- Prioritizing and planning of daily work assignments;
- Proper use and operation of tools & test equipment in the troubleshooting of electrical systems;
- Operating safety equipment such as tripods, harnesses, and fall protection equipment;
- Using computer and related software applications, including Microsoft Office suite;
- Communication, both written and oral, and interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

Experience/Education: Any equivalent combination of education and experience that provides the applicant with the knowledge, skills and abilities required to perform the job. A typical way to obtain the knowledge and abilities would be a minimum of two years of related journeyman level experience in an industrial electrical environment and two years of related electrical schooling or training.

Licensing Requirements:

Possess and maintain a Valid Washington State Driver’s License, CPR/First Aid Card, and at least a General Electrician (01) license from the State of Washington.

WORKING CONDITIONS:

Duties are primarily performed in the field where there is exposure to extreme weather conditions, high voltages, heights, exhaust fumes, intense noise, confined space, grease, chemicals, mechanical parts, electrical currents, machinery. Work requires travel to work sites throughout the District boundaries.

PHYSICAL REQUIREMENTS:

This position typically requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, talking, hearing, seeing, and repetitive motions.

This job description does not constitute an employment agreement and may be changed or amended at any time to meet the needs of the District.

Approved: February 7, 2010
 Revised: July 11, 2018