



ELECTRICIAN 2

4008

GENERAL DESCRIPTION OF CLASS

The ELECTRICIAN 2 does journey level electrical work to install, maintain, repair and replace any type of electrical equipment or systems owned or controlled by the state.

DISTINGUISHING FEATURES

This class is the second level of a three level series. Employees receive general instructions which typically contain only desired results. The employee decides the methods and sequence of tasks to accomplish the assignment.

The Electrician 2 level is distinguished from the Electrician 1 by the assignment of duties to install any type of new electrical equipment and other duties allowed by the possession of a General Journeyman Electrical license. The Electrician 2 level is distinguished from the Electrician 3 by the absence of a General Supervising Electrical license allowing the employee to do new electrical installation of any type and to design, direct and supervise the installation, maintenance, repair and replacement of any type of electrical equipment or systems.

DUTIES AND RESPONSIBILITIES

The listed duties are characteristic of the type and level of work associated with this classification. Individual position may do all or some combination of the duties or other related duties.

1. Electrical Installation, Maintenance and Repair.

Install, maintain, repair and replace any type of electrical equipment or systems including repairs to interior wiring and cables, connections for electric machines, switches and controls, fuse boxes, breaker panels, distribution and instrument panels, buzzer and bell circuits, hearing and power circuits, and telephone systems. Install, adjust, maintain, and repair electric motors, equipment, and instruments such as pumps, clocks, lamps, x-ray machines, stoves, timers, air conditioners, fans, metering devices, elevators, power tools, and refrigerators. Install or remove and reinstall wiring, computer cables, power panels, circuit breakers, lighting, switches and receptacles in accordance with code requirements. Rewind coils and armatures. Dress and polish commutators. Seat and replace brushes. Troubleshoot and diagnose circuit breakers and transformers, emergency generators, high voltage primary power lines, heating, ventilation, and air conditioning systems, fire alarm systems, electric motors, and lighting maintenance.

2. Work Planning

Respond to repair orders. Establish priority of repairs. Diagnose problems utilizing appropriate tools and test equipment. Estimate cost of jobs. Contact vendors to order materials to complete jobs. Plan and implement a preventive maintenance schedule and perform preventive maintenance such as conducting routine inspections, cleaning and servicing, and making adjustments and minor repairs to prevent malfunction and prolong the life of equipment and systems. Calculate electrical load and design new circuits based on the load. Gain access to components and systems. Read and work from blueprints, shop drawings, sketches and maintenance and operation manuals to complete assigned tasks. Update blueprints.

3. Miscellaneous

Order and maintain stock of readily available materials for electrical work. Clean work area after completion of job. Drive trucks and deliver supplies. Operate a variety of equipment.

The duties listed below are for positions that work with adult or youth inmate workers:

Some employees coordinate work flow and assign work to adult or youth inmate workers. Employees direct inmates to follow rules, policies, procedures and security guidelines; instruct and train inmates on work techniques and procedures, and in safe and efficient operations of tools and equipment. Employees evaluate inmate work performance; search inmates and area for contraband; verify and sign inmate time cards; monitor work area for cleanliness and order; and direct inmates in cleaning methods.

RELATIONSHIPS WITH OTHERS

Employees in this class are in daily contact with agency staff and other trades workers to complete assigned tasks. Employees in this class have regular contact with agency staff, clients, skilled trades' workers, vendors, and contractors to complete assigned tasks.

SUPERVISION RECEIVED

Employees in this class receive minimal supervision from the Electrician 3 or other supervisor or manager. Work is assigned verbally or through electronic or written work orders. Work is reviewed at completion for quality, timeliness, and compliance with codes and agency regulations, policies, and guidelines. Employees in this class use independent judgment and action to complete assigned tasks within the limits of their license.

KNOWLEDGE AND SKILLS (KS)

General knowledge of:

Environmental and safety hazards and precautions related to electrical work.
Methods and principles of the installation, repair and maintenance of electrical systems.
State and local codes related to electrical work.

Basic knowledge of:

Estimating time and materials to complete electrical work.
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Skill to:

Diagnose electrical problems.
Plan electrical installation and maintenance based on job specifications and local codes.
Apply electrical codes, blue prints, shop drawings, sketches and maintenance and operation manuals to electrical system installation and repair.
Operate and maintain a variety of hand, power and pneumatic tools related to electrical work.
Do journey electrical tasks.
Evaluate electrical information against a set of standards and verify that it is correct.
Identify and troubleshoot electrical problems.
Talk to others to effectively convey information.
The operation and maintenance of equipment and vehicles such as automobiles, vans, Scissor Lifts, Hi-Lifts, Ditch Witches, augers and tractors.

NOTE: The KNOWLEDGE and SKILLS are required for initial consideration. Some duties performed by positions in this class may require different KS's. No attempt is made to describe every KS required for **all** positions in this class. Additional KS requirements will be explained on the recruiting announcement.

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Revised

STATE OF OREGON
 Dept. of Administrative Services
 Human Resource Services Division