



MAINTENANCE VI – JOURNEYMAN ELECTRICIAN

Schedule: 8 hours per day/ 5 days per week/ 12 months per year / About 260 Days per year

POSITION PURPOSE

This position completes skilled work in the construction, repair, and maintenance of all the schools, buildings and properties owned by the District. Performs skilled electrical and maintenance work; plans and coordinates the work with Supervising Electrician. Receives and evaluates work orders and requests, establishes priorities and makes the necessary repairs or installations.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned supervising electrician. Methods of performing tasks are generally left to the judgment of employee, with supervisor giving occasional instructions and advice. Work is measured mainly through the observance of results obtained. This classification differs from the Supervising Electrician by licensure requirements and does not directly supervise employees.

NATURE AND SCOPE OF RESPONSIBILITIES

- Performs skilled preventative and corrective electrical maintenance to equipment associated with District buildings, interior and exterior lighting, electrical door systems, fire and intrusion alarms, and miscellaneous building maintenance equipment; installs, alters, and repairs interior and exterior wiring systems, and other electrical devices
- Tests, locates, and repairs trouble in electrical circuits and equipment; performs some electronic equipment repair and troubleshooting; repairs and replaces broken or defective parts; repairs electrical motors, parts wiring and other electrical devices. Installs and maintains motors and generators; performs other electrical work and some related mechanical work in repairing and replacing parts
- Responds to repair orders, prioritizes electrical work to ensure operational reliability
- Works with staff to assess and evaluate electrical systems for adequate capacity, safety and code compliance; provides preventative maintenance. Coordinates with other maintenance personnel to evaluate electrical plant aspects to ensure safety to public and all District personnel
- Schedules and coordinates activities with Supervising Electrician
- Responds to electrical emergencies and closures and assists with the diagnosis of outages and interruptions of service. Plans corrective measures and performs repairs
- Interprets blueprints, drawings, sketches, and specifications in making electrical installation; uses voltmeters, ammeters, and hand tools ordinarily used in the electrical trade
- Maintains appropriate licenses. Keeps abreast of technical trends and advances in the field and researches and recommends the use of new equipment, devices and systems
- Knows and understands all safety procedures of the District. Observes the work of others and brings safety concerns to their attention. Reports all unsafe acts and conditions, which remain uncorrected to supervisor. Allows no work to be assigned when conditions are considered unsafe
- Operates an assigned District vehicle and is responsible for the proper maintenance and safe operation of that vehicle
- Attends regular staff meetings and participates in problem solving and discussions of systems and project related issues
- Ability to work as part of a maintenance team; will assist other trades with work
- Perform other duties as assigned

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QUALIFICATIONS

Education/Licensure:

- High School Diploma or equivalent required; two years of college education in a related field; preferred

- Possession of a valid Oregon State Journeyman Electrician’s License required. License must be maintained during employment.

Experience and Other Qualifications:

- Three years of journey-level commercial/industrial electrical maintenance and repair experience required
- Knowledge of principles, methods and equipment used in the installation, maintenance, and repair of electrical systems and electrical equipment
- Knowledge of school district, state, federal, county, and local agency (DEQ, EPA, OSHA, etc.) regulations pertaining to building maintenance and electrical codes
- Experience in intercom systems preferred
- Technical knowledge of HVAC, electrical, security, and fire/life/safety systems found in large commercial and public buildings
- Thorough knowledge of safety and accident prevention measures
- Ability to review plans and make recommendations of a structural, mechanical, maintenance, and operational nature
- Knowledge of principles and practices of work coordination and simplification and ability to develop and implement work schedules
- Valid driver’s license and evidence of insurability required and must be maintained
- Must be able to differentiate color-coded cables
- Intermediate technological skills required providing the ability to enter, revise, organize and retrieve information from computer systems; will use computerized work order system on a daily basis
- Demonstrated ability to establish and maintain high profile, influential, and collaborative working relationship across teams, functions and layers with District staff, public officials, vendors and the general public
- Ability to communicate effectively, both orally and in writing
- Self-starter with proven analytical and problem-solving skills
- Ability to exercise confidentiality, tact, diplomacy and independent judgment in performance of duties
- Excellent attendance, work ethic and pride in job performance essential

ESSENTIAL PHYSICAL REQUIREMENTS

Moderate to extensive degree of physical stamina and frequent lifting up to 50 pounds and occasional lifting of up to 100 pounds. Ability to climb ladders and scaffolding, work from heights, stretch and bend to perform such duties as cleaning, repairing and general maintenance. Ability to work outside year around. Shall be physically capable of performing all necessary tasks: stooping, reaching, pushing, pulling, climbing, lifting and crawling. Exposure to chemicals, dirt, dust, paint, noise and activity of a school setting.

The David Douglas School District welcomes applications from candidates that expand the District's diversity.

Multi-Cultural preferred. Bi-Lingual candidate preferred.

The David Douglas School District is a diverse community that provides equal opportunity in employment, activities, and its programs. It is the policy of the David Douglas School District the grounds of race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, genetic information or any other status protected under applicable federal, state or local laws.

The school district also prohibits retaliation against an individual for engaging in activity protected under this policy and interfering with rights or privileges granted under anti-discrimination laws.

Persons having questions about equal opportunity and nondiscrimination should contact the Director of Human Resources for David Douglas School District.