

SENIOR MAINTENANCE MECHANIC II (ELECTRICIAN)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class performs a wide variety of journeyman level electrical installation, repair and maintenance work. The journeyman is fully proficient in the skills and practices of the trade, with full knowledge of the principles, tools and techniques required to complete projects independently and in an efficient and safe manner. Responsibilities involve planning and laying out jobs, determining the methods, techniques, materials, and devices best suited to perform projects, and maintaining necessary supplies to perform all job duties as assigned by work order or by oral instruction. Work also involves performing regularly scheduled inspections and taking corrective action as needed; maintaining an inventory of equipment and supplies; preparing purchase requisitions in accordance with departmental policies, and keeping detailed records of all work and inspections performed. While considerable leeway is given for independent action, job duties are performed in accordance with the National Electrical Code, OSHA standards and departmental protocols. Further, all work is monitored for compliance with trade standards by a Senior Maintenance Mechanic III (Electrician) who serves as a departmental "Master Electrician", and technical advisor. This class is distinguished from the higher level by the requirement for licensure, as well as the complexity of assignment. Does related work as required.

EXAMPLES OF WORK: (Illustrative only)

Installs, overhauls, repairs and maintains pumps, electric motors, motor controllers, institutional and/or specialized motors, transformers, and generators in accordance with the National Electric Code, OSHA requirements, and departmental protocols; ensures equipment operates safely and efficiently;

Installs, maintains and repairs various types of intercommunication systems, fire alarm systems, public address systems, nursing call systems, security systems, etc.; ensures systems operate safely and efficiently;

Installs electrical conduit, tubing, shielded cable, fixtures and distribution systems; ensures systems operate safely and efficiently;

Installs, maintains and repairs high voltage primary and secondary feeders and related equipment to extend the useful life of the system; ensures systems and equipment operate safely and efficiently;

Tests new and existing systems to determine faults and makes necessary repair and/or replacement;

Installs and maintains and repairs telephone systems, street lighting, circuits and devices etc.; ensures systems and equipment operate safely and efficiently

Estimates material cost and staffing requirements to allocate resources efficiently and effectively;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd)

Performs maintenance on electrical generators and automatic switching equipment used in emergencies;

Performs an immediate inspection in the event of an electrical or related emergency and takes proper action for repair;

Recommends new equipment and methods to increase productivity;

Assists in securing information needed for budget formulation;

Maintains work area in a clean, orderly and safe condition;

Maintains records of work performed to include materials, equipment and supplies used in completing assignments;

Requisitions necessary materials and supplies;

Performs routine and emergency repairs and maintenance, both scheduled and in response to emergency situations, as required;

Depending on work location, participate in snow removal, etc., as assigned;

May use computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail, and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES:

Thorough knowledge of the tools, processes, terminology and techniques associated with the electrical trade; thorough knowledge of the accident and safety precautions of the trade; working knowledge of the National Electrical Code prepared by National Fire Protection Association; knowledge of computer applications such as spreadsheets, word processing, e-mail and database software; ability to lay out an electrical job in the most economical and efficient manner; ability to coordinate the work with the work of other trades; ability to work effectively with supervisory and executive personnel in carrying out the duties of the position; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; resourcefulness and imagination in meeting new and unusual electrical problems; initiative in carrying out electrical work and seeking improved work methods; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) graduation from high school or possession of an equivalency diploma and four years of experience performing electrical work; or (b) four years full-time experience under a journeyman electrician that provided training equivalent to that given in an apprenticeship program.

NOTE: Apprenticeship training in the electrical trade, or training gained by the completion of technical courses in the electrical trade at a school, institute or branch of the Armed Services may be substituted for the above training and experience on a year-for-year basis.

SPECIAL REQUIREMENTS: (1) Possess and maintain a valid license to operate a motor vehicle in New York State. Depending on work assignment, may be required to have a CDL license; (2) Depending on work assignment, must meet standards of OSHA regulation 1910.134 Respiratory Protection, and will be required to meet Federal, State and local standards with respect to health and safety.

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J.C.: Non-Competitive
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1

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Job Group: IX