



CITY OF RICHLAND

CLASSIFICATION TITLE: ELECTRICIAN II	JOB #: 2015	AFFILIATION: Affiliated (IBEW)
REPORTS TO: MAINTENANCE AND OPERATIONS SUPERVISOR OR DESIGNEE	PAY GRADE: N/A	FLSA STATUS: Non-Exempt

GENERAL SUMMARY:

Under the direction of the Maintenance and Operations Supervisor or designee, performs maintenance, repair and installation of electrical branch circuits; performs installation, testing and calibration of process control instrumentation and motor control and VFD systems, SCADA/telemetry system equipment; performs maintenance and repair of MCC equipment and switchgear; configures and uses PLC's, process control computers and HMI software and hardware. Subject to 24-hour callout for emergency situations.

ESSENTIAL JOB FUNCTIONS:

Duties listed are representative of the types of tasks and functions performed by positions of this class of work. Percentage of time and rank of importance of duties are not listed since both will vary by position and work location. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Maintains and tests MCC and Switchgear apparatus.
- Performs maintenance, repair and installation of electrical branch circuits.
- Performs installation, testing and calibration of process control instrumentation, motor control, VFD systems and SCADA/telemetry system equipment.
- Works from bucket trucks, lifts and ladders.
- Programs, troubleshoots, maintains, repairs and upgrades process control instrumentation and electrical systems.
- Uses process control piping and instrumentation diagrams,
- Installs, tests, repairs and maintains electrical circuits and equipment from the metering sources to and including the final branch circuit device.
- Configures and use various instrumentation and control modes and strategies, PLC's, process control computers and HMI software and hardware.
- Troubleshoot basic motor control circuitry.
- Performs all functions of the Electrician I.

- Performs other duties as assigned.

KNOWLEDGE, SKILLS & ABILITIES:

Identify specific and realistic knowledge, skills and abilities necessary to competently perform this job.

Knowledge of:

- Applicable Federal, State, and local laws, rules, codes and regulations related to assigned activities.
- Modern office practices, methods, procedures and equipment.
- Record-keeping principles, procedures and techniques.
- Applicable health and safety policy, procedures and practices.
- The application of NEC.
- Difficult conduit/tube bending and installation.
- Occupational and safety precautions of the trade, and the ability to implement adequate safety precautions against such hazards.
- Proper use of appropriate test/calibration equipment.
- Test/calibration procedures and standards.

Skills and Abilities to:

- Learn, read, interpret, and apply and explain rules, regulations, policies and procedures.
- Maintain and test of MCC and switchgear apparatus.
- Troubleshoot and analyze electrical circuits with appropriate electrical testing instruments.
- Install, test, repair and calibrate Process Control Instrumentation
- Work at extended heights from lifts, ladders, buckets and aerial platforms.
- Follow oral and written instructions.
- Follow health and safety regulations.
- Observe legal and defensive driving practices.
- Communicate effectively both orally and in writing; comprehend and use English effectively including producing all forms of communications in a clear, concise and understandable manner to intended audiences.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; work independently with little or no direction, set priorities and meet deadlines.
- Use tact, initiative, prudence and independent judgment within general policy and procedural guidelines.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.
- Operate a variety of modern office equipment and personal computers in a windows based computing environment, using standard or customized software application programs appropriate to assigned activities.

- Provide continuous effort to improve operations and work cooperatively and jointly to provide quality customer service.

EDUCATION & EXPERIENCE REQUIREMENTS:

- High school diploma or equivalent.
- Three (3) years of experience working as an Electrician I and demonstrated proficiency for all requirements of the position.
- Or an equivalent combination of education and experience that would provide the necessary knowledge, skills and abilities to successfully perform the essential functions of the job.

LICENSES, CERTIFICATIONS & OTHER REQUIREMENTS:

- Valid Washington State driver's license upon hire date.
- Washington State Journey Electrician License.

WORKING CONDITIONS:

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of the job. The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Environment:

- Typically performed in the field, which requires travel daily from site to site and checking on construction.
- The position involves work outdoors on a year round basis and is subject to extreme weather conditions.
- The position requires work in construction sites, which may be dirty and strewn with construction debris.
- The noise level in the work environment is usually quiet to moderate, depending on whether in the office and/or on a construction site.
- May be exposed to moving mechanical parts and vehicles within a construction site.
- Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies/procedures.

Physical Demands:

- Operate a motorized vehicle, which may include inclement weather conditions.
- Operate standard equipment for assigned tasks.



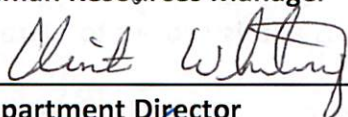
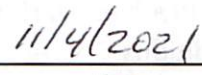

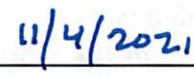
- Ability to sit, stand, walk, bend, reach with arms and hands, kneel and stretch, occasionally crawling in tight spaces, such as attics and crawl spaces as well as the ability to climb ladders and stairs, or ride on platform hoists.
- Ability to walk through construction sites at all stages of completion, and negotiate uneven terrain.
- Ability to lift, push, carry or pull materials and objects weighing up to 50 lbs. on occasion using proper lifting techniques.
- Manual dexterity of hands and fingers to include, repetitive keyboarding, grasping and reaching.
- Good vision to read print and a computer screen.
- Ability to hear and speak to communicate in person and over the telephone.

SELECTION GUIDELINES:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job classification description does not constitute an employment agreement between the City of Richland and employee and is subject to change by the City as the needs of the City and requirements of the job change.

AUTHORIZATIONS: (For Archive)

	
Human Resources Manager	Date
	
Department Director	Date
	
City Manager or Authorized Designee	Date