

**JOB DESCRIPTION**

Position:	Maintenance Electrician	Hours:	35 hours per week
Classification:	Trades 2	Date:	March 2016
Dept:	Facilities Management		
Reporting To:	Manager	Group:	NSGEU - MOS

**PURPOSE:**

Perform maintenance and repairs on facility electrical systems and components; may install and wire electrical systems which may include light, heat, power, air-conditioning, refrigeration, reading and interpreting construction drawings and wiring diagrams; and install electronic equipment and signal communication systems. Must have comprehensive knowledge of National Building Code and the Canadian Electrical Code. CBU electricians use a variety of hand tools, may work inside and outside, and back-up other trades personnel as assigned. On an as required basis, incumbent may elect to participate in call-out for snow removal.

**SPECIFIC RESPONSIBILITIES:**

Utilizing knowledge of electrical systems and basic wiring principles, the Maintenance Electrician will work on a variety of assignments:

- Estimate material required for various jobs.
- Check and replace faulty switches, sockets, and other elements of electrical systems such as lighting fixtures, tubes, and ballasts.
- Dismantle electrical machinery and replace defective electrical or mechanical parts.
- Install and monitor performance in equipment for hazards, adjustments, or replacement.
- Repair, install, replace, and test electrical circuits, equipment, and appliances using appropriate tools and testing instruments.
- Troubleshoot and repair a variety of electrical equipment.
- Participate in preventive maintenance program.
- Perform a variety of miscellaneous job-related duties as assigned.
- Participate with other employees in moving equipment, chairs, staging, and set-ups for various campus events.
- Participate in campus snow clearance activities.

Other duties as assigned by the Manager.

## **WORKING CONDITIONS AND PHYSICAL EFFORT:**

Work involves exposure to elements as work may be performed outside or inside, crawlspaces, etc.

- As work involves exposure to potentially dangerous materials, tools, and power supplies, the incumbent must follow all safety precautions and use personal protective equipment.
- Work involves the use of a variety of hand and power tools.
- Considerable physical activity, including heavy lifting, pulling, pushing, walking, crawling, ascending/descending ladders, etc.

Physical work is a primary part of this position.

## **QUALIFICATIONS:**

- High school diploma or GED.
- Journeyman Electrician's License.
- Minimum of five (5) years experience directly related to the duties and responsibilities of an electrician.
- Current First Aid course, AED and CPR, or willingness to obtain, and re-certify as required.
- Demonstrated initiative to carry out job responsibilities with general direction, including good judgment skills.
- Physically fit in order to be able to carry out the requirements of the position.
- Demonstrated good work safety record with a good attendance record.