ELECTRICIAN B
Facilities Management
(Full Time/12 Months)

POSITION SUMMARY

TITLE: Electrician B

SALARY STRUCTURE POSITION AND LEVEL: Level 6 as defined by the College Union contract.

REPORTS TO: Utilities Manager

POSITION SUMMARY: Safely performs tasks of moderate to high complexity within the maintenance specialty related to the interior and selected exterior electrical systems of the College including all interior and exterior lighting. This is a fully qualified position.

SUMMARY OF DUTIES, RESPONSIBILITIES AND GOALS

DUTIES TYPICALLY ASSIGNED:

1) Uses a variety of hand tools (e.g. wrench, pliers, screwdriver), power hand tools (e.g. drill, buffer), specialized power tools (e.g. wire puller), and instruments (e.g. amprobe, circuit tester and ohmmeters) to safely perform all the basic duties related to maintenance, repair, alteration and installation of interior and selected exterior electrical tasks including lighting. Includes 24v, 120v, 208v, 220v, 277v, and 480v circuits. Excludes any hands-on work on systems with voltages higher than 480v.

2) Basic duties include; responding to electrical trouble calls, changing out and installing lighting fixtures and lamps for fixtures, replacing outlets and switches, installing new breakers and circuits, performing preventive maintenance work orders, reading schematics and blueprints, and drawing simple circuits.

3) In teamwork with HVAC technicians, may install control units for energy management systems (EMS).

4) Makes adjustments to the campus electrical EMS, including time clock adjustments.

5) Able to identify unsafe electrical panels and conditions on campus.

6) Trains the lower-rated electrical technicians in all trouble shooting procedures, system analysis, and installation of systems involving the campus feeders, electric panels, transformers, oil filled switches, air switches, and emergency generators; pulling of new and or replacement of distribution cables and conduits, and installation of electrical support to energy control devices.

7) Works with outside contractors as needed.

8) Adheres to internal campus lockout tag-out procedures.

9) Requires little to no guidance and direction on technical issues.

10) Keeps track of own labor, materials, and supplies used and report these accurately.

11) Receives specific instructions from immediate supervisor and electrical lead as to work assignments, quantity, and quality of work expectations.
12) Must be available for both remote and in-person after-hours response.
13) Workmanship is of the highest quality.
14) Performs other duties as assigned, including support for special college events.

**QUALIFICATIONS**

MINIMUM QUALIFICATIONS: Minimum of three years' experience in the electrical or related field required. Able to bend, stoop, climb and lift 50 lbs. and not afraid of heights. Requires moderate physical strength. Must have a pleasant interactive customer oriented personality. Read, write and understand directions in English. High School diploma desired. Valid California driver's license required and must maintain College Authorized Driver status.

**DATE PREPARED:** July 18, 2019

**APPLICATION INSTRUCTIONS**

Please submit an application and resume to tfeng@oxy.edu and resumes@oxy.edu

*Satisfactory completion of a background check is required as a condition of employment, but only as permitted by federal, state, and local law, including the City of Los Angeles Fair Chance Initiative for Hiring Ordinance.*

*We will consider for employment all qualified Applicants, including those with Criminal Histories, in a manner consistent with the requirements of applicable state and local laws, including the City of Los Angeles’ Fair Chance Initiative for Hiring Ordinance.*