



**CLASSIFICATION SERIES:**

N/A

**BARGAINING UNIT:**

ACE

**Electrician**

**SERIES PURPOSE:** The purpose of the Electrician occupation is to install, maintain, and repair electrical wiring systems, fixtures, controls, and equipment.

**CLASS CONCEPT:** The class works under direction and requires thorough knowledge of and skill in the electrician trade in order to provide work direction and training over lower-level employees and/or install, troubleshoot, modify, maintain, and repair medium voltage switch gear, complex security systems, electrical wiring systems, fixtures, controls, and equipment.

**JOB DUTIES: Incumbents may perform some or all of these duties or other job-related duties as assigned.**

Provides work direction and training over lower-level employees.

Installs, troubleshoots, tests, modifies, and/or maintains medium voltage switch gear and/or complex security systems.

Coordinates with engineers, vendors, and/or contractors on campus projects; orders, procures, and/or purchases supplies and materials from vendors and/or contractors.

Installs, troubleshoots, modifies, maintains, and repairs electrical wiring systems, fixtures, controls, and equipment including, but not limited to, electric panels, conduits, motors, appliances, fans, transformers, heating and cooling equipment, fire and other alarm/emergency systems, elevators, and/or switches.

Installs and replaces lighting fixtures including, but not limited to, light bulbs, ballasts, switches, fuses, exterior and/or perimeter lighting; tests, installs, and/or maintains fire alarm systems and/or security systems.

Completes material and cost estimates, reports, and logs; orders parts; maintains inventory of electrical supplies.

Performs other miscellaneous duties including, but not limited to, semi-skilled carpentry, painting, plumbing, and water treatment; operates snow and ice removal and grass cutting equipment; operates heavy equipment.

Effective 11/05/2024

**OTHER FUNCTIONS AND RESPONSIBILITIES:** Assists with training new hires.

Performs any and all other duties assigned and/or required that are within the level of responsibility for this classification at the discretion of the supervisor.

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Knowledge of: employee training and development; national electric code\*; Ohio safety and health association guidelines\*; inventory control\*; red cross safety practices; fire code\*; basic mathematical principles; safety practices in electrical trade.

Skill in: electrical trade; use of electrical tools to install, test, maintain and repair equipment.

Ability to: read blueprints and/or schematics\*; apply principles to solve practical, everyday problems; read technical manuals and instructions; stand, walk, bend continuously; move limbs/fingers easily to perform manual functions repeatedly.

(\* ) Developed after employment.

**MINIMUM QUALIFICATIONS:** High school diploma or GED; four years of training or verifiable experience in electrical work under the supervision of an experienced electrician; valid driver's license and insurable under the University's insurance policy.

**REQUIRED CERTIFICATIONS, TRAINING, AND/OR LICENSURES:** None

**PHYSICAL REQUIREMENTS:** In accordance with the U.S. Department of Labor physical demands strength ratings, this position will perform very heavy work.

**VERY HEAVY:** work involves exerting 100 pounds of force occasionally, or 50 pounds of force constantly to move objects.

**UNUSUAL WORKING CONDITIONS:** Works indoors and outdoors; exposed to dirt, dust, grease, unpleasant weather, loud noises, hot and confined work areas, and high voltage; subject to burns, cuts, bruises, and electrical shock; may work on scaffolding, stadium light poles, utility poles, or extension ladder; may work from scissor lift and articulating boom lift.