

# FRESNO UNIFIED SCHOOL DISTRICT

## Position Description

<b>TITLE:</b>	Lead Electrician	<b>REPORTS TO:</b>	Assigned Supervisor
<b>DEPARTMENT:</b>	Maintenance	<b>CLASSIFICATION:</b>	Classified
<b>FLSA:</b>	Non-Exempt	<b>WORK YEAR:</b>	261 Days
<b>BOARD APPROVAL:</b>	May 19, 2021	<b>SALARY:</b>	FTA – Trades Hourly Salary Schedule Grade M-64

### Basic Function:

Perform journey-level electrical work in the repair, alteration, construction, installation, and maintenance of electrical distribution centers, systems and equipment. Perform duties as a working lead, coordinating Electrician(s) work while providing hands-on participation in installing, maintaining, repairing and removing of electrical equipment, fixtures and associated systems.

**REPRESENTATIVE DUTIES: (Persons employed in this position may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge or abilities with this classification, but is intended to accurately reflect the principal job elements.**

Install, repair, and service high voltage electrical distribution centers and related systems. *E*

Inspect, repair, install, test, service, and maintain electrical systems, including conduit and duct systems, light and power circuits, motor appliances, generators, control equipment, switches, switchboards, fans; assure balanced load and clean electrical flow. *E*

Leads, directs, participates in, and provides insight into the maintenance and improvements of Electrical and related system operations and computerized maintenance management systems that support work order management and preventative, corrective, and predictive maintenance programs associated with electrical systems and auxiliary equipment. *E*

Install interior and exterior wiring and conduit for equipment and appliances; install, repair and maintain ceiling lighting, ballasts and lamps. *E*

Wire new construction, remodels and altered structures according to established safety standards. *E*

Inspect and repair main distribution breakers on transformers and high voltage systems. *E*

Replace circuit breakers and panels. *E*

Assemble, install, and maintain lighting fixtures, switches and field lighting systems. *E*

Plan, organize, and lay out assigned electrical tasks. *E*

Install supplemental power supply to temporary and additional facilities and equipment as assigned.

Provide work direction and assistance to maintenance personnel.

Order, requisition and maintain an adequate inventory of supplies, parts, and materials. *E*

Drive a service vehicle to and from work sites. *E*

Perform related duties as assigned.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: graduation from high school and training equivalent to commercial electrician apprenticeship program and five years journey-level electrical experience.

**LICENSES AND OTHER REQUIREMENTS:**

Valid California driver's license; successfully pass a Class B physical exam.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Methods, practices, materials, tools, and equipment used in the electrical trade.

Electrical codes and regulations applicable to school facility maintenance, repair, and construction.

Electrical and electronic theory.

Design, construction, installation and maintenance of electrical apparatus.

Safe working methods and procedures.

Technical aspects of field of specialty.

Safe working methods and procedures.

High voltage installation, tools and safety.

**ABILITY TO:**

Skillfully use tools and equipment in performing electrical installation, maintenance, and repair activities.

Plan, organize, and lay out electrical work.

Accurately estimate labor and material costs.

Work from diagrams, blueprints, shop drawings, sketches, shop plans, and specifications.

Maintain simple records and prepare complete and concise reports.

Understand and follow oral and written directions.

Establish and maintain cooperative working relationships.

Perform complex or varied tasks.

Observe legal and defensive driving practices.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor and outdoor work environment; driving a vehicle to conduct work.

**PHYSICAL ABILITIES:**

Kneeling; lifting heavy objects; climbing ladders and work from heights; dexterity of hands and fingers to operate specialized hand and power tools; reaching overhead, above the shoulders and horizontally; standing and walking for extended periods of time; bending at the waist.

**HAZARDS:**

Exposure to electrical power supply and high voltage; working in a cramped or restrictive work chamber.

Fresno Unified School District is an Equal Opportunity Employer and reasonable accommodations are made under the Americans with Disability Act as required by law.

***E = Essential Functions***