

City of Dallas
Classification Specification

Title:	Electrician	Class Code:	58512
Application:	Career Series	Pay Grade:	F
Supplemental/Code:	Technical/3	Established:	10/01/94
FLSA Status:	Non-exempt	Revised:	01/01/09

Position Purpose:

Installs, repairs, and maintains the electrical equipment and fixtures of city buildings and facilities (e.g., airport field lighting, exhibit booths, city buildings, pump stations, civil defense sirens, traffic signal lighting, water and wastewater plants) in compliance with federal, state, and city codes to ensure quality electrical service.

Essential Functions:

1. Troubleshoots electrical and/or electronic apparatus, motors, controls, and equipment by using schematics to ensure electrical power compatibility and safety of components.
2. Installs, repairs, and maintains various electrical equipment such as control circuits, lighting circuits, motors, switch gear for new, temporary and existing construction and ensures equipment conforms to electrical and safety codes.
3. Performs preventive maintenance work on electrical equipment and fixtures to detect electrical hazards.
4. Reads blueprints or electrical diagrams to determine locations of equipment and conformance to building and safety codes.
5. Tests circuits and electric components to locate broken connections or defective current-control mechanisms.
6. Connects, pulls, and lays wires according to diagrams to install and repair fixtures.
7. Trains apprentice electricians and/or small crew of helpers in electrical systems installation and repair procedures to ensure work is accomplished according to specifications.
8. Documents maintenance and repair activities to provide accurate records of work performed.
9. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills and Abilities Required to Perform Work:

Thorough knowledge of and ability to perform repairs on large electrical motors and switch gears utilizing high voltages.

Thorough knowledge of electrical code and other applicable regulations (FAA regulations, etc.) and principles of electricity required to perform general maintenance work.

Ability to use electrician's hand tools and standard measuring and testing instruments.

Ability to understand and follow oral and written instructions.

Ability to complete work and report forms including time records, accident reports, labor and material job costs, etc.

Ability to diagnose electrical malfunctions.

Ability to train entry-level electricians and schedule their work.

Ability to establish and maintain an effective working relationship with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

May require ability to operate backhoe, bucket truck, and/or lift equipment.

Current Dallas Journeyman Electrician's License required.

Working Conditions and Hazards:

Works indoors, outdoors, in traffic, in dirty, cramped, and hot or cold places and is exposed to all weather conditions.

Requires constant standing, walking, bending, climbing ladders, and lifting when making repairs.

Subject to minor injuries to hand or fingers and possible serious injury or death from electrical shock.

Exposed to high noise levels due to operation of motors and various equipment, including heavy rotating equipment (e.g., 1,700 h.p. motors and blowers) and in high elevations (e.g., water towers).

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.