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# Park Hill School District

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## Position Description

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<b>POSITION TITLE:</b>	Electrician
<b>F.L.S.A.</b>	Non Exempt
<b>QUALIFICATIONS:</b>	High School diploma or G.E.D., with 5 year as a journeyman electrician or commercial experience preferred. Demonstrates aptitude or competence for assigned responsibilities; such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable; good communication skills and team oriented; neat in appearance, dependable, punctual, and in good health, helpful and pleasant in dealing with people.
<b>REPORTS TO:</b>	Maintenance Supervisor
<b>TERMS OF EMPLOYMENT:</b>	Twelve month employment (261 days). Salary to be established by the Board Of Education Benefits according to the Support Staff Agreement

### ESSENTIAL JOB FUNCTIONS:

1. Help maintain the physical school plant in a condition of operating excellence so that full educational use of it may be made at all times.
2. Assumes primary responsibility for the safe condition of lighting fixtures, electrical apparatus, wiring, panels and disconnects, and similar electric elements in the facilities owned or operated by the district.
3. Determines which repair jobs may be performed by electrician on the staff and which must be performed by outside contractors and advises the director of Support Staff accordingly.
4. Performs all electrical repair work.
5. Instructs all district personnel on the proper methods of procedure and proper use of all electrical equipment.

Electrician (continued)

6. Recommends supplies and equipment for purchase and maintains the inventory of district-owned tools, equipment, electrical supplies, and light bulbs.
7. Estimates costs of electrical repair projects in terms of labor and material.
8. Examine electrical equipment in district owned or operated facilities on a regular basis for purposes of preventive maintenance and safety.
9. Strong mechanical aptitude.
10. Be able to lift and carry boxes of bulbs, ballasts, electrical panels, and light fixtures and turn, bend, twist, and carry a minimum of 60 lbs. repeatedly.
11. Be able to work over head from a ladder, such as changing ballasts, light bulbs, and light fixtures.
12. Plan, install, and complete electrical systems for special projects as needed.

**OTHER JOB FUNCTIONS:**

1. Work overtime as directed.
2. Attend meetings as directed.
3. Perform other duties as may be assigned.