

**JEFFERSON COUNTY
EMPLOYMENT OPPORTUNITY**

Job Title: Electrician
Department: Maintenance - Beaumont
Reports To: Building Superintendent
Salary: \$25.6447/hr
Application Deadline: Open Until Filled

DUTIES AND RESPONSIBILITIES

Essential Job Functions: Creates and executes a program of routine preventative maintenance, on a wide variety of electrical equipment including airfield lights, navigation aids, emergency lights and sirens, fire alarms, door locking mechanisms, electrified fencing and gates, low and high voltage transformers, switch gear, underground wiring, controls, etc.; replaces fuses or circuit breakers, street lighting; pulls cable to add new electrical or telephone lines in buildings to bring services to new work stations; replaces worn-out or antiquated electrical lines; trouble shoots and repairs circuit problems. Helps with new construction or building renovations by drawing sketches & schematics of wiring layouts; corrects electrical plans and blue prints when errors are found; plans layout, installs and repairs wiring, electrical fixtures, appliances, receptacles, switches, fuses or circuit breaker panels, and control equipment; plans new or modified installations to minimize waste and avoid hazardous wiring; consults with Engineering to estimate the cost of planned improvements; inspects, tests, low voltage circuit breakers, motors, magnetic drives for pump engines and emergency generators, etc. Disassembles repairs and reassembles motors/magnetic drives; tests high voltage relay trip units; measures, cuts, bends, threads, assembles and installs electrical conduit; pulls wire and makes both mechanical and soldered connections to fixtures and/or power equipment; inspects and tests distribution equipment to determine the feasibility of increasing loads; and installs control and distribution apparatus, connects power to motors and installs ground circuits, tests continuity of circuits to insure compatibility of phasing and safety to equipment. Inspects the work of contractors who are installing electrical systems in Airport facilities; performs underground electric utility locating; maintains equipment and work records; orders needed parts and materials through the maintenance office; observes the functioning of installed equipment or systems to detect hazards and/or the need for adjustments, relocation or replacement, and makes needed repairs; and installs, tests, and repairs control components of machinery and equipment such as: building alarms, motors for overhead doors, heating and air conditioning systems. Helps other skilled tradesmen (Electronics Technician, HVAC Mechanic, Plumber, Carpenter, etc.) perform complete building maintenance repairs or replacements; repairs and replaces motor starting mechanisms, transfer switches, and distribution equipment according to manufacturer's manuals and blueprints, performs minor repairs on small problems that occur within the systems or advises management when major repairs need the expertise of outside contractors; maintains an awareness of proper safety procedures and guidelines and applies these in performing daily activities and tasks; and performs other work as required. Regular and predictable attendance is an essential function of this position.

Other Job Functions: Performs other job related duties as directed.

NOTE: The above describes the general nature and level of work being performed by employees holding this position. This is not intended to be an exhaustive list of all duties and responsibilities required nor are all duties listed necessarily performed by any one employee so classified.

JOB REQUIREMENTS

Education & Experience: Successful applicants for this position must have: the knowledge equivalent of a high school diploma supplemented by courses in electrical systems, electronics or related fields; completed an approved Electrician Apprenticeship training program (e.g., normally with a Union, the military services or at a Technical School); OR four to five years of experience in installing or servicing electric power systems, grids or equipment; or an equivalent combination of training and experience.

Specialized Requirements: Applicants must possess a valid journeyman "Electrician's License", possess a current and valid Texas motor vehicle operator's license with the appropriate endorsements; and be able to pass a work related pre-employment physical examination, DOT drug screen, and a criminal background check.

Knowledge, Skills & Other Characteristics: *Knowledge and experience of:* installation, maintenance and repair of electrical equipment, lines, power terminals, using two phase and three phase power; electronic parts and tools/equipment used in electrical systems repair; in the theories, principles and practices involved in power systems design and delivery mechanisms; in acceptable and unacceptable electrical installation techniques and of effective corrective measures. Knowledge of The National Electrical Codes and the Southern Building Code (especially as it applies to high voltage work) and their application to the Airport's electrical systems environment; the hazards and dangers inherent in working with live electricity and of the various safety practices and procedures commonly used to prevent accidents.

Skill in: the use of the tools and equipment necessary to maintain large and complex electrical installations; detecting and diagnosing electrical equipment/system failures and in determining necessary corrective actions; reading and interpreting electrical drawings and schematics; diagnosing electrical problems and select most feasible solution; lifting or moving heavy electric materials and supplies (up to 75lbs., typically wire and conduit); working effectively in adverse weather conditions and remaining on-call throughout a 24-hour period; interpreting, applying and following electrical codes, written rules and facility regulations; establishing and maintaining effective working relationships with other employees, County officials and the general public.

WORK SITUATIONS/DEMANDS/EFFORT: Job requires flexibility in order to perform a variety of tasks; performing routine, repetitive duties.

WORKING CONDITIONS: Office work is performed in an office-controlled environment; work is also performed in all areas of the airport. Worker is subject to adverse weather and environmental conditions, including temperature extremes, humidity, and precipitation; noise and vibration; physical hazards from moving machinery, equipment with moving parts; adverse atmospheric conditions from dust, fumes and chemicals.

PHYSICAL REQUIREMENTS: Job duties require regular walking and standing; working with tools, electrical equipment, machinery; climbing ladders and scaffolds. Duties also require heavy work such as moving objects weighing 75lbs. or more; i.e. tools, equipment, supplies, paper, etc., by lifting, carrying, pushing and/or pulling. Appropriate safety precautions must be observed.

Apply at: Human Resources Department

Jefferson County Courthouse, Annex 1 Building

1225 Pearl St., Suite 201, Beaumont, TX 77701

(409) 839-2391

Fax: (409) 839-2399

E-mail resumes and/or signed applications to: hrdept@co.jefferson.tx.us

Jefferson County is an equal opportunity employer. The County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. To request a reasonable accommodation or other assistance, contact a Human Resources representative at (409) 839-2391, or for the hearing impaired, through RELAY Texas at 1-800-735-2989 or mail your request to 1225 Pearl St., Suite 201, Beaumont, Texas 77701.