



CITY OF POCATELLO CLASSIFICATION SPECIFICATION

WPC Plant Electrician

Department: Water Pollution Control Reports to: Maintenance Supervisor Pay Grade: H11
Date Established: 3/2014 Date Revised: 12/2017 FLSA Status: Non-Exempt

CLASSIFICATION SUMMARY

The WPC Plant Electrician performs installation, maintenance and repair duties on Water Pollution Control electrical equipment and systems. This is a Journeyman Electrician position.

The job requires knowledge of the installation, maintenance, and repair of electrical equipment and systems in the WPC treatment plant and in pumping and lift stations. It requires knowledge of all applicable federal, state, and local electrical codes and a Journeyman Electrician's License. The job requires the ability to maintain a collaborative and cooperative working relationship with elected and appointed officials, other City employees, other organizations, and the general public.

The work environment includes a sewage treatment building that may include exposure to hazardous chemicals, sewage treatment equipment, noisy and/or loud equipment, working in adverse weather conditions and hazards involving the use of power tools and equipment which subjects the employee to mechanical and electrical hazards. The job requires operating specialized equipment, power tools, and operating a vehicle.

The job is an on-call position, responding to emergency situations. Employees designated as immediate response personnel must live 12.5 odometer miles from their usual daily work site and must be able to be at the job site in thirty (30) minutes or less.

ESSENTIAL DUTIES AND RESPONSIBILITIES *(illustrative only and may vary by assignment)*

Performs installation, inspection, maintenance, upgrade, and repair work on electrical equipment and systems in the WPC treatment plant and in pumping and lift stations.

Performs installation, inspection, maintenance, and calibration work on electrical and instrumentation systems. Troubleshoots electrical and instrumentation equipment and systems for repair, modification, and replacement.

Maintains, services and repairs equipment and tools.

Maintains work orders, maintenance, and inspection records.

Performs other duties as assigned. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this position at any time.

CLASSIFICATION REQUIREMENTS

The requirements listed below are representative of the minimum knowledge, skill, and/or ability required for an individual to satisfactorily perform each essential duty satisfactorily and be successful in the position.

Knowledge of:

- Installation, operation, inspection, maintenance, repair, and upgrading of electrical equipment and systems in the WPC treatment plant and in pumping and lift stations;
- Installation, operation, inspection, maintenance, repair, and upgrading of electrical and instrumentation systems;
- Applicable federal, state, and local electrical codes;
- Building trade skills including, but not limited to, electrical, carpentry, and plumbing;

- Federal regulations and City policies regarding safe work practices relating to use of power tools hand tools, ladders and power lifts, and repair and maintenance materials;
- State, local, and other applicable building, safety, and health codes and regulations;
- Operation of a personal computer and job-related software applications.

Skill and Ability to:

- Troubleshoot, update, and repair electrical and instrumentation systems;
- Operate hand tools;
- Operate a motor vehicle;
- Operate a personal computer;
- Read and interpret technical manuals, blueprints, and diagrams;
- Maintain maintenance records, logs, and documentation;
- Work on multiple projects, set priorities, and allocate resources for project completion;
- Work independently and exercise initiative, with general guidance and supervision;
- Use effective judgment to make sound and reasonable decisions and problem-solving skills in accordance with laws, ordinances, regulations and established policies;
- Maintain a professional demeanor at all times;
- Maintain a collaborative and cooperative working relationship with elected and appointed officials, other City employees;
- Communicate effectively in the English language at a level necessary for efficient job performance;
- Complete assignments in a timely fashion; understand and comply with all rules, policies and regulations;
- Perform all duties in accordance with City policies and procedures with regard for personal safety and that of other employees and the public.

ACCEPTABLE EXPERIENCE, TRAINING, LICENSES AND/OR CERTIFICATIONS

- High school diploma or GED;
- Journeyman electrician is required;
- Idaho driver’s license required;
- Three (3) years instrumentation experience preferred.

An equivalent combination of education and experience that provides the required skills, knowledge and abilities to successfully perform the essential functions of the position may be considered.

PHYSICAL REQUIREMENTS

While performing the duties of this classification, the employee is frequently required to stand, walk, sit, stoop, kneel, bend, climb ladders, work at heights, and in confined spaces. The job requires hand/finger dexterity to keyboard or type, handle materials, manipulate tools, and reach with hands and arms. The job requires operation of job-related equipment and driving a vehicle. The employee must occasionally lift and/or move up to 100 pounds with assistance. Sufficient visual acuity and hearing capacity to perform the essential functions and interact with the public is required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.