

Electrician I

OMI Grade 4

Non-exempt

Reports to: Maintenance Supervisor
Maintenance Manager
Project Director

Supervises: None

General Statement

Performs electrical maintenance and emergency repairs, makes modifications, and executes the preventive maintenance program designed for the facility on an assigned shift

Essential Duties and Responsibilities

- Repairs and maintains all facility electrical wiring and fixtures in accordance with blueprints, manuals, and building codes using appropriate hand and electrician's tools
- Installs and repairs electrical fixtures, apparatus, and control equipment
- Repairs and maintains major equipment such as motors, generators, and electrical control systems
- Tests defective equipment to determine the cause of malfunction or failure using standard electrical test equipment
- Observes functioning of installed facility equipment to detect hazards and need for adjustment, relocation, or replacement
- Inspects circuits and wiring for specified shielding and grounding and repairs or rewires plant equipment systems according to state building codes and safety regulations
- Plans layout of new wiring installations
- Inspects all equipment on a regularly scheduled basis; meets all requirements of the established preventive maintenance program; inspects, maintains, and repairs solid state boiler control systems and electrical switch gear and electric motors
- Adjust, calibrates, and repairs electrical-pneumatic control systems; inspects electrical-pneumatic systems for emergency repairs; reports and logs all findings
- Maintains the files necessary to support all maintenance activities
- Assists in keeping maintenance records using a CMMS system, develop computer spreadsheets, and use Word and Excel
- Ability to read and interpret construction plans, prints, specifications and Operations and Maintenance Manuals
- Performs other duties as required
- Performs Job Hazard Analysis

Basic Qualifications

- High school diploma or GED
- Possess a valid driver’s license

Preferred Qualifications

- Knowledge of the methods, materials, equipment and tools used in the maintenance and repair of advanced mechanical and/or electrical systems
- Ability to use computers and computer software including, but not limited to Microsoft Word, Excel, and Outlook and to enter data into computerized management systems to compose and complete computer reports.
- Knowledge or previous experience in water or wastewater treatment and operations
- Knowledge of SCADA, PLC and VFD systems
- Has applicable OSHA training including but not limited to 70e, Lockout/Tag Out procedures, and Confined Space Entry
- Licensed Electrician in the state of New Jersey

Working Conditions & Physical Requirements

The work area can involve a working environment indoors as well as outdoors, which could cause exposure to outdoor elements; proper environmental attire will be required. Some areas can have loud noise, active machinery, high pressure fluid systems, electrical equipment, confined spaces, heights and depths, fumes, air borne particles, noxious gases, pathogens and various chemicals. The use of appropriate safety equipment will be mandatory in these areas to prevent hazardous contact.

Must be able to sit, stand, stoop, twist and bend at the waist, turn, kneel, squat, raise arms above shoulder height, grasp, reach, perform repetitive hand movements and fine coordination to work on electrical equipment; have vision sufficient to perform electrical maintenance; have hearing in the normal range with or without correction. In an 8-hour shift must be able to transport self across the facility, ascend and descend stair steps, lift objects up to 50 pounds from floor level to waist height, climb and work off of a ladder or scaffold and climb into and out of vehicles having high ground clearance; use arms and back to tighten and loosen nuts and bolts; carry a 50 pound tool box up a flight of stairs; work in confined spaces and wear and use appropriate safety equipment.

I have read and understand my job description.

Employee Signature

Date