JOB SUMMARY

This position is responsible for assisting with the maintenance of the city's electrical system.

MAJOR DUTIES

- Assists with installation, repair, and maintenance of phase conductors.
- Assists with constructing and maintaining overhead electrical lines.
- Assists with maintaining underground electrical cables, pipes, and transformers.
- Maintains street and security lights.
- Assists with the installation of transformers.
- Installs low voltage electric system.
- Responds to power outages, fires, and inclement weather.
- Maintains department vehicles and equipment.
- Installs new services for residents and local businesses.
- Operates bucket truck and chainsaw.
- Helps utility crew with service manual labor tasks as directed.
- Performs related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of electrical construction, maintenance, and repair procedures.
- Knowledge of safety procedures.
- Knowledge of department policies and procedures.
- Skill in working with high voltage electrical lines.
- Skill in operating bucket and line trucks.
- Skill in climbing poles. -
- Skill in the use of hydraulic tools.
- Skill in oral and written communications.

SUPERVISORY CONTROLS

The Electric Supervisor assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include National Electrical Code, Line Construction Spec Handbook, local building codes, MEAG, and electric utility safety manuals. These guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied electrical assistance duties. Inclement weather and dangerous work sites contribute to the complexity of the position.
- The purpose of this position is to install, maintain, and repair electric system components. Successful performance helps ensure the safe and efficient operations of the department.

CONTACTS

- Contacts are typically with co-workers, mechanics, gas technician, water/sewer superintendent, street superintendent, administrative support, and city employees.
- Contacts are typically to provide services and to give or exchange information.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, stooping, walking, bending, or crouching. The employee frequently lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, and utilizes a sense of smell.
- The work is typically performed in a stockroom, warehouse, a very noisy place, outdoors, and occasionally in cold or inclement weather. The employee is exposed to dust, dirt, grease, and machinery with moving parts. The work may require the use of protective devices such as masks, goggles, and gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None:

MINIMUM QUALIFICATIONS

- High school diploma or equivalent required.
- More than one year of related experience required.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.