

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Maintenance Electrician		Class Code: 004HB2
	FLSA Status: Non-Exempt	Salary Schedule: LTC 2	Effective Date: 11-7-14
	Summary: Incumbent performs a full range of electrical maintenance and installation within a state facility. Incumbent installs new power lines, panels, electrical circuits and both indoor and outdoor lights.		

Duties:

- Repairs motors, appliances, alarm systems, valves and regulators;
- Conducts a preventative maintenance program on all electrical components;
- Installs lighting fixtures within the facility;
- Performs related duties as required.

Job Requirements:

- Uses national and local codes as quality guidelines;
- Knowledge of, and ability to handle, high voltage electricity;
- Ability to read and interpret electrical blue prints and schematics and use a variety of specialized tools and measuring devices common to the trade including hot line equipment;
- Knowledge of resistors, diodes, transformers and other electrical components;
- Knowledge of state and local electrical codes;
- Effectively communicate, both orally and in writing.

Difficulty of Work:

Work involves standardized procedures and tasks requiring practical application of routines and techniques. Incumbent must have knowledge of a variety of tools used in the completion of electrical work.

Responsibility:

Incumbent is responsible for the proper maintenance and repair of electrically powered equipment in the facility as assigned. Incumbent generally works independently to maintain maximum efficiency at all units and must work very carefully in order to protect equipment and avoid mishandling because of dangerous electric currents. Incumbent discusses problems with supervisor and makes suggestions on the installation of equipment as needed.

Personal Work Relationships:

Incumbent interacts with other employees of the agency to give and receive information and instructions necessary to provide service. Daily contacts are maintained with the supervisor and coworkers.

Physical Effort:

Work is generally light involving the handling of small parts and tools. Considerable walking from station to station is involved when checking lights, thermostats and motors. Sometimes, incumbent is required to lift heavy motors and pull wires through conduits and sometimes climb poles with the aid of climbers or belts.

Working Conditions:

Incumbent works in well lighted, heated and ventilated surroundings on many assignments, but frequently works outside in extreme temperatures. Incumbent occasionally is required to go into tunnels or crawl spaces and may work at considerable height on a line pole. The incumbent must always be alert to the dangers of high voltage and injury to others in the area of the work performed.