

SCHOOL DISTRICT NO. 62 (SOOKE)

TITLE: ELECTRICIAN I

QUALIFICATIONS:

1. Secondary school graduation preferred.
2. Holder of valid Journeyman Electrician's Certificate.
3. Demonstrated supervisory ability.
4. At least two years experience as journeyman electrician.
5. Up to date knowledge of electrical code, regulations and safety standards.
6. Ability to read blue prints and effectively lay out work.
7. Ability to get along well with other people.
8. Able to work well under adverse weather conditions.
9. Good health and sufficient strength to perform a variety of manual tasks.

RESPONSIBLE TO: Facilities Supervisor or his designate.

SUPERVISES: Maintenance staff engaged in electrical work.

JOB GOAL: To help maintain the district physical plan in a condition of operating excellence so that full use of it may be made at all times.

PERFORMANCE RESPONSIBILITIES:

1. Assumes responsibility for the repair and maintenance of lighting fixtures, electrical apparatus, fixtures, wiring, air conditioning, and refrigeration units, DDC systems and similar electric elements in the facilities owned or operated by the district.
2. Assists in supervising all electrical repair work etc.
3. Instructs maintenance workers on proper methods of procedure and proper use of tools in electrical repair work.
4. Recommends supplies and equipment for purchase and maintains the inventory of equipment and supplies.
5. Estimates electrical repair projects in terms of labour and material.
6. Recognizes possible electrical or fire hazards.
7. Examines district-owned facilities on a regular basis for purposes of preventative maintenance.

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8. Keeps in mind the safety of others including school children.
9. Advises his supervisor as to District compliance with the applicable codes, by-laws and regulations as they apply to Electrical Systems.
10. May be required to assist in an emergency backup capacity in the DDC field as required by the Facilities Supervisor or his designate.
11. Performs other duties as required.

TERMS OF EMPLOYMENT: Twelve months a year.

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EVALUATION

DATE: November 19, 2015

JOB TITLE: Electrician I

Factor	Degree	Points	Substantiating Data
1. Knowledge	4	60	High school Grade 12 graduation plus an additional programme of up to one year or equivalent.
2. Experience	8	120	Five years and over.
3. Judgement	4	40	The job requires that changes be recommended to established methods or procedures. Work involves a choice of methods or procedures or sequence of operation.
4. Concentration	3	30	Almost continuous periods of short duration; OR Frequent periods of intermediate duration; OR Occasional periods of long duration.
5. Physical Effort	4	24	Medium activity of long duration; OR Heavy activity of intermediate duration.
6. Dexterity	4	24	Employee is required to perform tasks that demand the accurate coordination of fine movements, where speed is a secondary consideration.
7. Accountability	4	40	Actions could result in serious loss of time or resources; OR cause significant embarrassment within the organization and have limited impact on its public image.
8. Safety of Others	4	32	High degree of care required to prevent injury or harm to others.
10. Contacts	4	40	Tact and diplomacy are required when handling contacts of a difficult or specialized nature, for the discussion and resolution of problems by presenting or obtaining detailed information.
11. Disagreeable Conditions	4	40	Minor conditions of almost continuous exposure; OR Major conditions of frequent exposure.
TOTAL POINTS		450	

APPROVED

On behalf of C.U.P.E., Local 459

On behalf of School District No. 62 (Sooke)

Date Signed: _____

Date Signed: _____