

METRO
Classification Description

Title: Electrician II
Job Code: 0457/4457
Pay Range: 380/490
FLSA Status: Non-Exempt

Bargaining Unit: LIUNA 483
Established:
Revised: 12/2005; 9/3/2009
EEO Category: Skilled Craft

CLASSIFICATION DESCRIPTION

Function as Oregon Zoo's General Supervising Electrician and perform statutory inspections, and authorizations. Also oversee, install, coordinate, and design Oregon Zoo's electrical systems and installations, oversee contractors and perform maintenance electrician functions including the main service equipment, and is responsible for records, shop, ordering, contracting, safety, and project management.

DUTIES AND RESPONSIBILITIES

Tasks listed are intended to be descriptive and not restrictive. An employee in this classification may perform any of the tasks listed; however, these examples do not include all the tasks which an employee may be expected to perform.

1. Consults with supervisor and other Zoo staff as necessary to determine the requirements of each job; prepares rough working drawings and schematics, estimates materials and parts needed and obtains parts and materials.
2. Consults managers, supervisors, curators, animal keepers, and other Zoo persons regarding animal care, horticulture, safety, and guest service requirements needed during projects.
3. Installs conduits, circuit wiring, transformers, signaling systems, pull boxes and switches.
4. Services and repairs starters, motors and various other types of electrical equipment and apparatus; repairs and replaces broken or defective parts in motors, switches and fixtures.
5. Tests, locates and repairs trouble in electrical circuits, programmable controls, and equipment; performs some electronic equipment repairs and troubleshooting.
6. Installs, modifies, maintains and repairs interior wiring and cables, connections for electric machines, switches and controls, fuse boxes, breaker panels, distribution and instrument panels, buzzer and bell circuits, audio systems and power circuits.
7. Installs and repairs fluorescent, industrial and general lighting fixtures and connections.
8. Installs electrical services to buildings and other structures and makes additions to existing wiring; runs underground cables and strings overhead wires; tests, splices wires and cables.
9. Interprets blueprints, sketches and specifications in making electrical installations and repairs.
10. Uses voltmeters, ammeters, ohmmeters and hand tools ordinarily used in the trade.
11. Participates in project planning and bid solicitation for electrical materials and services.
12. Oversees maintenance crews to ensure that work is completed correctly and in a timely manner; ensures timely and accurate records of maintenance work.
13. Functions as Oregon Zoo's Signing Supervising Electrician and performs statutory inspections and authorizations.
14. Calculates loads and circuit ratings.
15. Oversees new construction work done by outside contractors.

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16. Compiles data and prepares reports.
17. Assists the public, public officials and other employees in a professional and courteous manner.
18. Develops safe work habits and contributes to the safety of self and co-workers.
19. Contributes to a positive team atmosphere.
20. Has regular and punctual attendance.
21. Performs assigned duties during an emergency situation.
22. Other duties as assigned.

JOB SPECIFICATIONS

(These are any combination of education and experience that has provided knowledge, skills and abilities to perform the duties of this position. Prior work experience and educational requirements listed are typical ways of obtaining the required qualifications. Other equivalent combinations of education, training and experience will be considered.)

Job Preparation

Education and Work Experience

- Trade certificated or equivalent and five years progressively responsible electrical and signing supervising electrician experience or any combination of education and experience that provides the necessary knowledge, skills, and abilities to perform the classification duties and responsibilities.

Knowledge, Skills and Abilities

- Specialized and standard electrical practices, methods, instruments, tools and materials
- Occupational hazards involved and the safety precautions necessary to oversee electrical construction, maintenance, and project assignments
- Design work, circuit load calculations, work from penciled sketches and blueprints; understand, follow, and issue oral and written instructions; make quick decisions in emergency situations; use and care for the standard instruments and equipment of the trade; locate and correct defects in electrical systems, machinery and equipment
- Function as Oregon Zoo's Signing Supervising Electrician and perform statutory inspections, and authorizations
- Oversee, coordinate, locate and analyze problems and perform necessary corrective action
- Perform and coordinate project planning and project management functions
- Estimate materials and contractor services required
- Operate a personal computer and associated software, radios, and cell phones
- Lead, train, and direct day-to-day work of skilled, semi-skilled and other workers when assigned
- Oversee a variety of electronic equipment and physically perform manual work indoors and outdoors in confined spaces and under severe climate conditions and perform essential duties of the position including lifting 50 pounds

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- Read and interpret rules, regulations and codes such as national and state building codes, the National Electrical Code (NEC) or National Fire Protection Association (NFPA)
- Work around exotic and sometimes dangerous animals and to react quickly to hazardous conditions
- Be meticulous in the cleanup of work areas within animal exhibit area
- Apply Federal, State, and local policies, procedures, laws and regulations for respective field
- Use discretion with confidential and sensitive matters
- Provide excellent customer service by meeting the needs and interacting with employees, volunteers, vendors, the public, and others encountered during the course of work in a courteous and professional manner
- Establish and maintain cooperative working relationships with employees, volunteers, vendors, and others encountered during the course of work
- Work in a safe manner and follow Metro safety policies, practices, and procedures
- Perform the assigned duties of the position
- Develop knowledge, skills, and abilities and to obtain and maintain certifications and license

Special Requirements

- Successfully pass the background checks and screening requirements of the organization
- Possession of a current Oregon State General Supervising Electrician and Journeyman Electrician license at the time of employment, a valid driver's license, First Aid/CPR Certification, Forklift Truck Operator Certification, and such other certifications and licenses as may be required

Tools and Equipment Used

- May use standard office equipment including but not limited to computer and printer, fax machine and copy machines; computer software including MS based word-processing and spreadsheets

Supervision

- Supervision is received from Construction and Maintenance Manager
- May act as a lead over other Electricians

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

- Duties may require prolonged strenuous efforts in hazardous locations, contaminated areas, enclosed spaces, at heights, under inclement weather and other adverse

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conditions

- Oversees a variety of electronic equipment and physically performs manual work indoors and outdoors in confined spaces and under severe climate conditions and performs essential duties of the position including lifting up to 50 pounds

The job classification description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.