

## CITY OF CORAL SPRINGS Classification Description

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**CLASSIFICATION TITLE:** Electrician  
**FUNCTIONAL AREA:** Public Works Department

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### **WORK OBJECTIVE:**

Under direction, the purpose of the position is to perform skilled technical and mechanical electrical work for the City. Employees in this classification perform at journey level, and are responsible for installing, maintaining, repairing and replacing electric parts, equipment and motors. Employee is accountable for ensuring all work is performed in compliance with all applicable electrical codes, standards and regulatory requirements. Employee works with considerable independence, however confers with supervisor in unusual electrical matters.

### **ESSENTIAL FUNCTIONS:**

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Installs, maintains, alters, repairs and replaces various electrical and mechanical equipment, e.g., wiring systems, public address systems, switch panels, flood lights, ornamental lights, starters, electrical motors.
- Inspects, maintains, installs and makes electrical repairs to specialized equipment and does other electrical and some mechanical work in repairing and replacing parts.
- Ensures all work is performed in compliance with all applicable electrical codes, standards and regulatory requirements.
- Operates manual, electrical and specialized tools, e.g., voltmeters, amp-meters, circuit tracer, rotation meters, power-factor meters, welders, drills.
- Reads, interprets and/or utilizes various blue prints, drawings, diagrams, and technical/electrical manuals.
- Operates heavy equipment and machinery as designated by the assigned work area, e.g., forklift, crane, bucket truck, overhead crane.
- Maintains various records and reports, e.g., job records, parts inventory, supply lists, work orders.
- Maintains inventory supply for parts, equipment, machinery and tools; procures necessary items.
- Prepares job estimates; submits purchase orders and price quotes for supervisor approval.
- Provides 24-hour emergency on-call support for electrical emergencies.
- Plans, designs, and prepares electrical plans for building permits.

## Electrician

### MINIMUM QUALIFICATIONS:

#### **Education / Certifications / Experience –**

High school diploma or GED; vocational/technical certification in electric work; supplemented by five (5) to seven (7) years progressively responsible experience in electrical work preferably in industrial equipment, to include two (2) years experience in a journeyman capacity; or an equivalent combination of education, training, and experience. Must be able to acquire Masters Electrician License within one year of employment.

#### **Knowledge, Skills, & Abilities –**

Knowledge of all functions relevant to the operation of electric motors.

Considerable knowledge of current codes and regulatory standards governing electric repair and maintenance of equipment and machinery.

Ability to understand and follow written and oral instructions.

Ability to inspect machinery and mechanical equipment and to detect and identify apparatus malfunctions.

Ability to operate various hand held tools, and electrical diagnostic and repair equipment, e.g., voltmeters, amp-meters, circuit tracer, rotation meters, power-factor meters, welders, drills.

Ability to operate basic office equipment, e.g., computer terminals, printers, copy machines, telephone systems, facsimile machines.

Ability to provide electrical plans oversight and recommend/develop modifications as necessary to ensure overall project compliance with applicable codes and regulatory standards.

Ability to read, update and maintain various records and files.

Ability to access, operate and maintain various software applications.

Ability to operate basic office equipment, e.g., computer terminals, printers, copy machines, telephone systems, facsimile machines.

### PHYSICAL REQUIREMENTS:

Tasks involve the intermittent performance of physically demanding work, typically involving some combination of reaching, bending, stooping, kneeling, or crouching, and that may involve the lifting, carrying, pushing, and/or pulling of heavy objects and materials (20-90 pounds). Some tasks involve the intermittent performance of extremely physically demanding work, typically involving some combination pushing, and/or pulling of extremely heavy objects (150+ pounds).

### ENVIRONMENTAL REQUIREMENTS:

Some tasks include working around moving parts, motor equipment, and materials handling where physical risks are predictable and/or controllable by observance of standard safety precautions. Some work is performed in outdoor environments. Due to the nature and location of this work environment, tasks include potential for exposure to disagreeable elements, e.g., heat, humidity, inclement weather. Some tasks are performed in a shop environment, where heightened awareness to surroundings and observance of established safety precautions is essential in avoidance of injury or accidents. Tasks are performed with potential for intermittent exposure to high voltage electricity where heightened awareness to surroundings and environment is essential in the preservation of life and property.

The City of Coral Springs is an Equal Opportunity Employer. In compliance with Equal Employment Opportunity guidelines and the Americans with Disabilities Act, the City of Coral Springs provides reasonable accommodation to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.