

PARSIPPANY-TROY HILLS TOWNSHIP SCHOOLS

JOB DESCRIPTION

- TITLE:** Electrician
- REPORTS TO:** Supervisor of Buildings and Grounds and/or Maintenance
Working Foreman
- QUALIFICATIONS:** Ability to read, write and communicate effectively
High school diploma or equivalent training
Black Seal License
Valid New Jersey driver's license
Good physical health and ability to perform assigned tasks
Required criminal background check and proof of US citizenship or legal resident status
Maintain current electrician's license or identification card to meet governmental regulations
- JOB GOAL:** To be responsible for the ongoing maintenance and upkeep of all buildings

PERFORMANCE RESPONSIBILITIES:

1. Connects wires to circuit breakers, transformers, or other components.
2. Repairs or replaces wiring, equipment, and fixtures, rewiring, replacement of sockets, switches, receptacles, time clocks, speakers and bells, installation of wire mold, servicing of emergency lighting, sound systems and fire detection equipment using hand tools and power tools.
3. Assembles, installs, tests and maintains electrical or electronic wiring, equipment, appliances, apparatus and fixtures, using hand tools and power tools.
4. Tests electrical systems and continuity of circuits in electrical wiring, equipment, and fixtures, using testing devices such as ohmmeters, voltmeters and oscilloscopes, to ensure compatibility and safety of system.
5. Uses a variety of tools and equipment such as power construction equipment, measuring devices, power tools and testing equipment including oscilloscopes, ammeters and test lamps.
6. Plans layout and installation of electrical wiring, equipment and fixtures, based on job specifications and local codes.
7. Inspects electrical systems, equipment and components to identify hazards, defects and the need for adjustment or repair and to ensure compliance with codes.

Electrician (continued)

8. Diagnoses malfunctioning systems, apparatus and components, using test equipment and hand tools to locate the cause of a breakdown and correct the problem.
9. Maintains all exterior lighting.
10. Assists with inspections of new installations and/or modifications performed by others.
11. Estimates cost for new installs.
12. Must be able to read blueprints.
13. Maintains time and production records.

2/09

Approved: 5/12/09

JD/Maintenance