



ELECTRICIAN JOB DESCRIPTION

Job Title: Electrician	
Dept./Division: Facilities	Job Class Code: 1596
Pay Grade: 125	PCN: 1596002
FLSA: Non-Exempt	Effective Date: October 2007
Representation Status: Teamsters Combined	Revision Date: August 2025
Reports To: Facilities Director	

NATURE OF WORK

Under general supervision, serves as a Certified Electrician and performs a variety of highly skilled work involving the installation, repair, and maintenance of Lewis County electrical systems. This is the certified class in the Electrician job series; this class differs from the Electrician (Non-Cert) by the nature and complexity of tasks performed and the degree of independence granted.

ESSENTIAL FUNCTIONS:

The following duties are the fundamental, crucial job duties performed by this position. This is not a comprehensive list of all tasks that may be assigned. Incumbent may be required to perform other duties as assigned and appropriate for the position.

- Designs and installs County electrical systems and additions.
- Maintains, diagnoses, and repairs electrical systems, controls, and devices.
- Installs, maintains, and repairs the County's Jail and Juvenile Detention facility security systems.
- Installs, maintains, diagnoses and repairs County security and fire alarm systems.
- Conducts routine preventative maintenance and special projects.
- Estimates time and materials required for electrical maintenance and repair activities.
- Interprets electrical plans and specifications, and checks for conformity to codes, regulations and safety orders.
- Responds to maintenance emergencies during and after business hours.

WORKING ENVIRONMENT / PHYSICAL DEMANDS:

Work is performed in and around County facilities and involves exposure to variable weather conditions, electrical currents, and machinery with moving parts; subject to standing, walking, bending, reaching, kneeling, crouching, climbing ladders, and lifting of objects up to 75 pounds.

QUALIFICATIONS:

REQUIRED:

- High school diploma or G.E.D. equivalent combined with a four (4) year electrical apprenticeship; AND five (5) years' experience working as an electrician at the journey level.
- Must have and maintain a valid E01-General Journeyman Electrician License.

- Valid driver's license.

COMPETENCIES (Knowledge, Skills, Abilities, and Behaviors):

Knowledge of:

- National Electrical Code.
- Applicable accident prevention rules and regulations.
- NEC, OSHA 1910.269 and WAC 296-45.
- Application of PA systems and audio equipment.
- Various types of electrical systems and electronic equipment.
- Electrician tools, equipment, and diagnostic devices.
- Occupational hazards and safety practices relative to electrical work.

Skills in:

- Coordinating and performing a variety of highly skilled electrician's work.
- Installing, monitoring, maintaining County electronic systems.
- Diagnosing, identifying, and repairing electrical issues.
- Establishing and maintaining effective working relationships with other staff, County departments, vendors, and contractors.
- Communicating effectively verbally and in writing.

Ability to:

- Learn and follow County policies and procedures.
- Develop a working knowledge of safe practices, accident prevention procedures, tools and equipment related to job functions.
- Troubleshoot problems to perform repairs and maintenance.
- Read, interpret, and work from blueprints, wiring diagrams, specifications and operating manuals.
- Work in various weather conditions with exposure to noise, dust, solvents, electrical energy, slippery surfaces, uneven surfaces, heights, and in/with moving objects.
- Obtain a security clearance to work in secured areas.
- Pass a Physical Capabilities Test.

Behaviors:

- Regular, reliable attendance.
- Demonstrate a positive attitude, good work ethic and promptness in work arrival and in accomplishing all tasks.

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As the incumbent in this position, I have received a copy of this position description.

Employee's Name

Employee's Signature Date