

# City of Oshkosh Position Description

**Position:** ELECTRICIAN

**Department:** Transportation

**Division:** Traffic Engineering

**Reports to:** Electrical Traffic Division  
Supervisor

**FLSA Status:** Non-Exempt

**Date:** February 17, 2012

## **POSITION SUMMARY**

This is journeymen level work in electrical construction and maintenance activities. This position is responsible for performance of skilled electrical tasks in the maintenance of electrical systems and a large variety of electrical equipment and fixtures, including construction and installation of new systems and alterations to existing electrical facilities. Routine assignments are usually given orally and performed independently. Assignments of unfamiliar or relatively complicated or detailed tasks are usually given with the aid of maps, field sketches, blueprints or reference materials, performed assisting a technical superior, under continuous supervision and subject to review during progress and upon completion.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Perform the construction, installation and maintenance of traffic signals.
- Perform the installation and maintenance work on all city-owned electrical equipment on city buildings, parks, docks, baseball diamonds and playgrounds.
- Perform installation and maintenance of ornamental lighting systems.
- Occasionally performs as a lineman in climbing duties.
- Perform manual labor and carpentry.
- Maintain records and generate reports.
- Collect traffic data.
- Prepare worksites by setting up appropriate barricades, warning devices and equipment.
- Locate underground electrical and communication systems (hardware as well as fiber optic).
- Prepare work sites by setting up appropriate barricades, warning devices and equipment.
- Perform other related duties as assigned.

## **REQUIRED MINIMUM QUALIFICATIONS**

### **Education and Experience**

- High School diploma or GED equivalent.
- State of Wisconsin Journeyman Electrician Certification.
- Two years experience as Licensed Journeyman Electrician.
- WI CDL Class B with no air brake restriction, within six months of starting date.

### **Necessary Knowledge, Skills, and Abilities**

- Knowledge of electrical methods, practices and principles in the installation, repair and maintenance of electrical components and systems.
- Knowledge of electrical signal and alarm systems.
- Knowledge of electrical and construction hazards and precautionary methods.
- Ability to read and interpret maps and plans.
- Ability to follow detailed oral and written instructions.
- Ability to perform manual labor.
- Ability to work in a team-based environment and achieve common goal of Electric Division.
- Ability to work unusual hours when required, and to be on call when necessary.
- Ability to work occasionally at heights up to 75 feet above the ground.

### **TOOLS AND EQUIPMENT USED**

Personal computer, calculator, fax, copier, phone, mobile or portable radio and diagnostic equipment and all other equipment relevant to a Journeyman Electrician.

### **PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl.

The employee is occasionally required to walk, sit and talk or hear. The employee must be able to lift up to 25 pounds. Specific vision abilities required by this job include: close vision, color vision, and the ability of adjust focus.

## **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 individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals.

The noise level in the work environment is moderately noisy.

## **SELECTION GUIDELINES**

In evaluating candidates for this position, the City may consider formal application, rating of education and experience, oral interview and reference check; job related tests may be required.

The duties listed herein are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job 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.