

SCHOOL DISTRICT NO.5 (SOUTHEAST KOOTENAY)

JOB DESCRIPTION

JOB TITLE: JOURNEYMAN - ELECTRICAL

JOB SUMMARY: An employee hired to perform skilled electrical maintenance work of the school district. A general expectation that "cross-trade" co-operation will be expected. This employee is responsible to an assigned supervisor.

QUALIFICATIONS REQUIRED:

1. Grade 12 or equivalent
2. Valid British Columbia Driver's License
3. Valid British Columbia Journeyman Certification
4. Valid Trade Security Certification
5. Minimum one year's experience in computer skills, using DOS, Windows, spreadsheets, database, security systems, card access, direct digital control and AutoCAD software.
6. Minimum four years' experience in the electrical trades.

MUST HAVE THE ABILITY TO:

1. Communicate effectively, orally and in writing.
2. Maintain confidentiality.
3. Proven ability to troubleshoot and solve problems related to the position.
4. Be self directed, flexible and work independently.
5. Work with disagreeable conditions.
6. Operate, maintain and repair a variety of tools and equipment related to the certification required.
7. Read and understand specialized and technical material related to the different trades.
8. Work under pressure and meet deadlines.
9. Identify and apply a wide range of mathematical, statistical, and physics concepts.
10. Keep current with all codes and regulations pertaining to the position.
11. Understand the safety requirements of working with hazardous materials and/or situations.
12. Co-ordinate work with other trades.
13. Develop work methods to handle assigned tasks.
14. Perform the physical requirements of the job.

RESPONSIBILITIES AND DUTIES:

1. Inspect, diagnose, ascertain and repair all district electrical, fire, security, heating and communication systems new and old.
2. Responsible for purchasing of supplies and services relating to the position.
3. Provide instructions and directions to school district staff, such as, security codes.
4. Provide information to school district of potentially serious and/or dangerous situations.

5. Liaise with community agencies and general contractors.
6. Maintain, clean, service, adjust or repair tools and equipment related to the position.
7. Assist with the technical design of new buildings and renovations.
8. Comply with all codes and regulations related to the position.
9. Perform other job related duties.