



Office of Human Resources  
Electrician I - CJ2513  
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### General Statement of Duties

Performs journey- level electrical work in the maintenance, repair, and installation of electrical systems and equipment in city facilities.

### Distinguishing Characteristics

This class is distinguished from other trades areas by the specialty of the work and minimum qualifications. This class is part of the Electrical trades job family with increasing responsibility in performing electrical work on city facilities and requiring state of Colorado licensure to perform the work. This class is part of a trades class series. All levels are not required to be used within any one agency or department and assignment of a classification depends on the duties and responsibilities of the position. In addition to increasing levels of experience required at each level, Level I trade classifications perform journey/full performance level work in the assigned trade area and comprises a majority of positions. Level II trades classifications perform specialized and expert level journey work in assigned trades area, represents the agency/department on large and complex projects, and/or may have necessary licensure/certification and are required to pull building permits. Generally, there are less positions at this level than at level I. Finally, Lead Level performs permanently assigned lead work over lower level staff and performs the duties of Level I or Level II. There should be few positions assigned to this classification.

### Essential Duties

Performs maintenance, alteration, repair, and installation of electrical systems, equipment, and fixtures in accordance with standard practices of the electrical trade.

Installs new or upgraded electrical equipment and/or systems for the purpose of construction, tenant finishing, or remodeling and completes circuits according to diagram specifications and code requirements.

Responds to electrical service or trouble calls, troubleshoots various problems/issues, and provides problem resolution.

Prepares working sketches and works from blueprints, schematics, and written or verbal instructions.

Estimates materials, labor, and equipment costs.

Maintains records and prepares daily activity reports.

Assists in the maintenance and repair work in a variety of skilled trades areas.

By position, may be required to be on-call to address emergent needs.

By position, participates in snow removal duties.

By position, responds to after hours calls or emergency calls outside of normal scheduled or business hours.

Performs other related duties as assigned.

Any one position may not include all the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

**Competencies**

Attention of Detail – Is thorough when performing work and conscientious about attending to detail.

Customer Service – Works with customers to assess needs, provide assistance, resolves problems, and satisfy expectations, knows products and services, and is committed to providing quality products and services.

Oral Communication - Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Reading - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs or tables; applies what is learned from written material to specific situations.

Technical Competence – Uses knowledge that is acquired through formal training and extensive on-the-job experience to perform one's job, works with, understands, and evaluates technical information related to the job, and advises others on technical issues.

Technical Problem Solving – Troubleshoots, diagnoses, analyzes, and identifies system malfunctions to determine the source and cause of problems.

**Knowledge & Skills**

Knowledge of safety hazards and necessary safety precautions sufficient to be able to establish a safe work environment for self and others.

Knowledge of electrical equipment, components, instruments, and burglar and fire alarm systems including installation, testing, uses, repair, and maintenance.

Knowledge of machines and tools including their designs, installation, uses, repair, and maintenance.

Knowledge of electronic theory, circuits, components, and material properties (excluding computers).

**Level of Supervision Exercised**

By position, performs lead work.

**Education Requirement**

Graduation from high school or the possession of a GED, HiSET or TASC Certificate.

**Experience Requirement**

None.

**Education & Experience Equivalency**

One (1) year of journey-level electrician experience maintaining, repairing, and constructing electrical systems and equipment.

**Licensure & Certification**

By position, requires a valid Driver's License at the time of application.

By position, requires a valid Commercial Driver's License (CDL "B") with appropriate endorsements by the end of probation.

Requires a Journey Electrician's License issued by the State of Colorado or state issued equivalent at the time of application.

Licensure in another state with reciprocity may be accepted in lieu of this requirement, provided that the applicant has Colorado licensure at completion of probation.

By position, must obtain a Denver Fire Department Fire Alarm Installers License within six months of probation.

Licenses and certifications must be kept current as a condition of employment.

### **Working Environment**

Handles emergency or crisis situations.

Personal Safety: aware of surroundings, people, and events.

Potential exposure to cold temperature, cold enough to cause bodily discomfort.

Potential exposure to cold weather conditions (indoor/outdoor).

Potential exposure to conditions that affect the skin or respiratory system.

Potential exposure to extreme temperature changes.

Potential exposure to hazardous conditions where there is a danger to life, body, and/or health.

Potential exposure to hazards from electro/mechanical/power equipment.

Potential exposure to hazards of steam and heat.

Potential exposure to heat temperatures, hot enough to cause bodily discomfort.

Potential exposure to hot and humid work environment.

Potential exposure to odorous chemicals.

Potential exposure to the risk of blood borne diseases.

Potential exposure to temperature changes: variations in temperature from hot too cold.

Pressure due to multiple calls and inquiries.

Subject to electrical and radiant energy hazards.

Subject to precarious or high locations.

Subject to pressure for multiple calls, inquiries, and interruptions.

Subject to varying and unpredictable situations.

Temperature Changes: variations in temperature from hot too cold.

Temperature Changes: variations in temperatures from hot too cold when works in field.

Works in confined, uncomfortable or awkward locations.

Works in precarious or high locations.

### **Level of Physical Demand**

3-Medium (20-50 lbs.)

### **Physical Demands**

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs).

Agility: Ability to move quickly and easily.

Balancing: Maintaining equilibrium.

Carrying: Transporting or moving an object.

Climbing: Ascending or descending an object or ladder.

Color vision: Ability to distinguish and identify different colors.

Crawling: Moving about in a low or crouched position.

Crouching: Positioning body downward and forward.

Depth Perception: Ability to judge distances and space relationships.

Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.  
Feeling: Perceiving attributes of objects by means of skin receptors, communication, or otherwise.  
Field of Vision: Ability to sharply detect or perceive objects peripherally.  
Fine Dexterity: Sufficient coordination to operate a vehicle and manipulate objects.  
Fingering: Picking and pinching, through use of fingers or otherwise.  
Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.  
Hazards: Conditions where there is danger to life, body and/or health.  
Hearing: Perceiving and comprehending the nature and direction of sounds.  
Hearing/Talking: Perceiving and comprehending the nature and direction of sounds/ability to communicate ideas.  
Hiking: Moving about on uneven surfaces, and at high altitude.  
Jogging: Ability to transport oneself over a two-mile distance at an efficient speed.  
Kneeling: Assuming a lowered position.  
Lifting: Moving objects weighing no more than 50 pounds from one level to another.  
Neck Flexion: Perceiving objects located above or below.  
Oral Comprehension: Ability to discern the meaning of oral speech.  
Physical Strength: Exerts force to transport objects of 50 pounds or more.  
Pulling: Exerting force upon an object so that it is moving to the person.  
Pushing: Exerting force upon an object so that it moves away from the person.  
Reaching: Extending the hands and arms or other device in any direction.  
Repetitive motions: Making frequent or continuous movements.  
Running: Quickly traverse a distance of over 50 yards.  
Running: Quickly traverse a distance of under 50 yards.  
Running: Ability to quickly pursue an animal for 60 seconds.  
Sitting: Remaining in a stationary position.  
Stamina: Ability to work over long periods of time without tiring.  
Standing: Remaining in a stationary position.  
Stooping: Positioning oneself low to the ground.  
Talking: Communicating ideas or exchanging information.  
Vision: Ability to perceive animal behavior, comprehend signs, and detect color.  
Vision Far Acuity: Ability to perceive or detect objects clearly at 20 feet or more.  
Vision Near Acuity: Ability to perceive or detect objects at 20 inches or less.  
Walking: Ability to move or traverse from one location to another.  
Written Comprehension: Ability to discern the meaning of written words.

**Background Check Requirement**

Criminal Check  
By position, Motor Vehicle Record  
Licenses/Certification

**Assessment Requirement**

None

**Probation Period**

Six (6) months.

**Class Detail**

**Pay Grade: NE-17**

**FLSA Code: N**

**Established Date: 7/4/2021**

**Established By: BM**

**Revised Date:**

**Revised By:**

**Class History:**