

**Electrician III**  
**Department of Public Services/Electric Bureau**

**Class Title:** Electrician III  
Department of Public Services/Electric Bureau

**Class Definition:** The performance of skilled line work in the operation, maintenance and repair of overhead and underground electrical distribution systems; operates a variety of specialized related equipment and vehicles.

**Distinguishing Features of Work:** Working under the supervision of the Supervisor of the Electric Bureau/City Electrician, the person in this position assists in the maintenance of the electrical systems throughout City facilities to ensure that the Uniform Electrical and other related codes and standards are met. Maintenance work performed on operating and control systems is corrective and preventive in nature. The incumbent performs tasks based upon oral and written instructions including specifications, codes, and wiring diagrams. A person in this class may work as part of a team or independently.

**Examples of Work:** (Note: The following examples of work are only illustrative of the kind of work to be performed by persons of this class and are not intended to be all inclusive or exclusive. 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.) This 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.

Diagnoses electrical equipment malfunctions or breakdowns, specifies parts required, and repairs and adjusts the equipment for efficient operation. Works assigned projects and submits orders for parts, supplies, and equipment as required to complete work tasks. Implements corrective and preventive maintenance procedures. Performs electrical work as assigned. Calibrates meters and electronic equipment. Performs electrical hook up for pumps, motors, etc. Works in accordance with National Electrical/Electronics Code safety practices and other applicable rules, regulations, and guidelines. Supervises others assigned to him/her as helpers. Performs other duties as assigned by the Supervisor of the Electric Bureau. Avails self of call-out duty in emergency situations. Performs skilled work in the reconstructing, maintaining and repairing electrical systems and equipment, including substation, distribution systems, transformers, and power lines. Performs skilled work in placing and removing cross arms, stringing wires, tapping wires, repairing cross arms and wires, placing and replacing insulators and setting transformers. Digs trenches and lays conduit and vaults. Splices wire and cable. Inspects, tests, calibrates and adjusts various controls or meters used in the electrical system. Operates a variety of equipment and trucks, and the use of attached equipment such as power diggers, winches or cranes. Installs and maintains underground or overhead wiring systems as required. Provides temporary power connection for contractors. Maintains safety practices and procedures. Keeps inventory and maintains an adequate supply of spare parts; maintains time, maintenance, and material records, as assigned; stocks service vehicles as required. Insures equipment is in proper working order. Responds to customer complaints.

**Tools and Equipment Used:** Motorized vehicles and equipment including pickup, dump truck,

man lift, digger derrick, backhoe, chipper, pole climbing equipment, hydraulic press, wire cutters, heat sensors, electrical testing equipment, hot sticks, clamp sticks, generator, chain saw, line tracer, various hand tools, phone, and portable radio.

**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 stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is frequently required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear. Employee is occasionally required to taste or smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to 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 regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to toxic or caustic chemicals and is frequently exposed to wet and/or humid conditions, fumes or airborne particles, traffic, risk of electrical shock, and vibration.

The noise level in the work environment is usually moderate.

**Necessary Knowledge, Skills, and Abilities:** Familiarity with and knowledgeable of all City of Easton electrical and electronic codes and National Electrical/Electronics Codes. Working knowledge of safe and standard practices for electrical and electronics work. Considerable knowledge of the principles of electrical theory as applied to electrical circuits and wiring systems and ability to apply this knowledge to work situations with respect to inspection and repair. Ability to perform orderly disassemble and reassembly of complex electrical and electronics equipment and components. Ability to establish effective working relationships with employees and supervisors. Ability to properly supervise other personnel assigned as helpers. Must be in good physical condition because work can involve heavy lifting and other physical exertion. Must be reliable, thorough, dependable with the ability to work both independently and as head or part of a work team. Must present neat, courteous, and professional appearance and attitude at all times. Must receive direction well and be willing to learn. Ability to successfully carry out detailed oral and written instructions. Ability to give oral and written instructions. Ability to read and interpret electrical and electronics schematics. Must be thoroughly safety conscious when performing duties. Must possess a valid PA driver's license and a safe driving record. Must be self-motivated. Must be capable of evaluating work situations and performing the required work

in the most economically feasible way and yet incorporating long term reliability and service. Must be available for emergency call-outs. Skill in the application of first aid methods including artificial respiration. Ability to work under varying weather conditions.

**Qualifications Required for Appointment:** A minimum of eight (8) years progressively technical and demonstrable experience as an electrical/electronics technician or electrician, or any equivalent combination of education and experience. Familiarity with the Uniform Electrical and other related codes and standards. Willingness to work shift hours if assigned and must be available for call-outs evenings, weekends, and holidays. Must be able to read electrical and electronics schematics and blueprints. Must possess a high school diploma or the equivalent (GED). Willingness to attend training classes as determined to be appropriate and required by the Director of Public Services and/or the Supervisor of the Electric Bureau. Must possess a valid PA driver's license or the ability to obtain one, with CDL endorsement within a prescribed time period.

**Work Schedule:** Per established departmental policy.