

# Classification Specification: Electrician

Classification Number: 52281                      Pay Grade:  
Effective Date: April 14, 2014                      Current Exemption Status: Nonexempt

## Position Summary

Installs, maintains and repairs electrical equipment and/or generators on campus.

## Essential/Primary Duties

- Performs general electrical work, including installation, repair and maintenance.
- Coordinates with departmental and campus shops regarding utilities.
- May program and monitor energy usage.
- May maintain generators.

## Experience and Education

### Experience

- Three to six months related experience required

### Education

- High school diploma or GED required
- Must have and maintain a valid driver's license and be insurable under the University's insurance

## Physical Requirements

Heavy work: frequently working in difficult work positions and/or with physical demands such as continuously lifting/moving materials greater than 50 pounds.

This position requires acute color perception for identifying wire colors, electrical and mechanical devices.

## Working Conditions

Work is performed with exposure to any number of elements which may occasionally require some precautions such as safety glasses, protective clothing, ear protection, etc.

Works with high voltage distribution systems.

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## Essential Competencies

- Ability to read and understand blue prints and schematics
- Knowledge of basic mathematical skills
- Knowledge of basic reading skills
- Ability to carry out verbal and/or written instructions
- Ability to effectively communicate, verbally and written
- Detailed-oriented and highly accurate
- Ability to work in changing environment
- Ability to work effectively in a team environment
- Ability to interact effectively with students, faculty and/or staff or the public and represent BGSU appropriately
- Ability to coordinate or lead others in accomplishing work activities
- Knowledge of basic computer skills
- Knowledge of computer skills, such as MS Office, presentations, spreadsheets and/or database entry/query
- Ability to access and maintain document imaging systems, including scanning and filing documents
- Ability to operate computers and peripheral equipment such as printers
- Ability to draft office correspondence
- Ability to perform basic computer programming
- Knowledge of basic science and scientific methods
- Ability to operate hand and/or power tools appropriate to the trade
- Knowledge of utility systems, units of measure, dynamics of power systems
- Ability to operate and use manual and power custodial equipment

## Supervisory Responsibility

### Full-Time

None

### Part-Time

None

## Providing Direction

### Full-Time

None

### Part-Time

None

## Responsibility for Student Workers

None