

Classification Specification: Electrician

Classification Number:	52285	Pay Grade:	29
Effective Date:	October 2022	Current Exemption Status:	Non-Exempt

Position Summary

Under the general supervision of the MEP Superintendent, Senior Electrician, or higher-level supervisor, the Electrician is responsible for maintaining, servicing, and repairing various equipment and electrical infrastructure.

Essential/Primary Duties

- Performs general electrical work, including installation, repair, and preventative maintenance.
- Assists in locating utilities in response to OUPS (Ohio Utilities Protection Services) requests
- Installs, troubleshoots utility metering equipment and DDC control systems.
- Troubleshoots kitchen equipment
- Maintains generator and emergency power systems
- Maintains fire alarm systems
- Responds to after-hours emergencies; works during inclement weather; and works to support various events on campus during non-business hours
- Performs related duties based on departmental need.

Experience and Education

Experience

- One year 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