



LOMPOC UNIFIED SCHOOL DISTRICT
Classified HR - Personnel Commission
1301 North A Street
Lompoc, California 93436
(805) 742-3220
www.lusd.org

**Open and Promotional
EXAMINATION ANNOUNCEMENT FOR THE POSITION OF:
ELECTRICIAN**

<u>Final Filing Date</u>	<u>Tentative Written/Performance Examination Dates</u>	<u>Salary Range</u>
Monday, February 19, 2018 @ 11:55 p.m.	Applicants will be notified <u>AND</u> <u>Qualifications Appraisal Interview:</u> Applicants will be notified	\$4,103 - \$4,989 Monthly

PURPOSE OF RECRUITMENT: The purpose of this recruitment is to establish an eligibility list to fill existing and future vacancies.

PLEASE APPLY AT: www.edjoin.org **Paper applications will not be accepted.** ALL communication will be via email. Please be sure to check your spam/junk folders or log into your Edjoin account and check your messages folder.

****IF YOU NEED COMPUTER ACCESS, PLEASE CONTACT THE LUSD CLASSIFIED HR DEPARTMENT****

PURPOSE STATEMENT:

(This is a partial job description. Please visit our website at www.lusd.org for a complete job description.)

The job of Electrician was established for the purpose/s of providing skilled electrical services with specific responsibility for identifying repair and/or replacement needs; installing, repairing, maintaining and upgrading electrical systems and equipment; assisting other skilled trades; and ensuring that tools and materials are available at job site.

MINIMUM QUALIFICATIONS

Five years **verifiable*** journey level experience in electrical trade. Valid Driver License & Evidence of Insurability.

Highly desirable
C-10 Electrical Contractor

*Verifiable experience must be in writing from a current or past employer.

The qualifying individual must document at least four (5) years of journeyman-level or higher experience in the classification for which they are applying. The experience must have been obtained within the last 10 years. Contractors State License Board

ESSENTIAL FUNCTIONS:

- Analyzes blue prints, schematics, and drawings of electrical systems for the purpose of determining the efficient installation of new or upgraded systems.
- Coordinates with assigned supervisor and other trades (e.g. inner shop, outside contractors (when assigned), etc.) for the purpose of completing projects and work orders efficiently.
- Diagnoses causes of electrical problems or failures for the purpose of identifying equipment and/or systems repair.
- Estimates labor, materials, and/or equipment needs to complete work projects for the purpose of ensuring timely completion of projects.
- Fabricates equipment parts for the purpose of meeting specialty needs and/or replacing unavailable parts.
- Informs personnel regarding procedures and/or status of work orders for the purpose of providing information for making decisions, taking appropriate action and/or complying with applicable codes.
- Installs new wiring and electrical system components (e.g. lighting, alarms, electrical panels, switches, circuits, conduit, thermal detectors, fire alarms etc.) for the purpose of providing enhanced and/or upgraded electrical capabilities.
- Monitors electrical systems and their components for the purpose of evaluating condition, identifying necessary repairs and recommending preventive maintenance.
- Participates in meetings, workshops, training, and seminars, as assigned for the purpose of conveying and/or gathering information required to perform job functions.
- Prepares written materials (e.g. repair status, work orders, etc.) for the purpose of documenting activities and/or conveying information.
- Purchases equipment and supplies for the purpose of maintaining inventory and ensuring availability of items required to complete the necessary installation and/or repair.
- Repairs electrical components and/or systems (e.g. motors, circuits, transformers, generators, compressors, switches, food service equipment, alarm systems, lights, pumps, fans, etc.) for the purpose of ensuring a safe working condition.
- Responds to emergency situations during and after hours for the purpose of resolving immediate safety concerns.

- Transports a variety of tools, equipment and supplies for the purpose of ensuring the availability of materials required at job site.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

Skills, Knowledge and Abilities

- **SKILLS** are required to perform single, technical tasks with a potential need to upgrade skills in order to meet changing job conditions. Specific skill-based competencies required to satisfactorily perform the functions of the job include: operating equipment used in the repair and maintenance of electrical systems; planning and managing projects; preparing and maintaining accurate records; adhering to safety practices and handling hazardous materials.
- **KNOWLEDGE** is required to perform algebra and/or geometry; read technical information, compose a variety of documents, and/or facilitate group discussions; and analyze situations to define issues and draw conclusions. Specific knowledge-based competencies required to satisfactorily perform the functions of the job include: methods, techniques, materials, tools used in installation, troubleshooting, maintenance, and repair of electrical systems/subsystems.
- **ABILITY** is required to schedule activities and/or meetings; gather, collate, and/or classify data; and use job-related equipment. Flexibility is required to work with others in a variety of circumstances; work with data utilizing defined and similar processes; and operate equipment using a variety of processes. Ability is also required to work with a wide diversity of individuals; work with similar types of data; and utilize a wide variety of types of job-related equipment. Problem solving is required to identify issues and create action plans. Problem solving with data frequently requires independent interpretation of guidelines; and problem solving with equipment is moderate to significant. Specific ability-based competencies required to satisfactorily perform the functions of the job include: adapting to changing work priorities; communicating with diverse groups; meeting deadlines and schedules; working as part of a team; and working independently and with interruptions.

Responsibility

Responsibilities include: working under direct supervision using standardized routines; leading, guiding, and/or coordinating others; and monitoring budget expenditures. Utilization of some resources from other work units is often required to perform the job's functions. There is a continual opportunity to significantly impact the organization's services.

Working Environment

The usual and customary methods of performing the job's functions require the following physical demands: significant lifting, carrying, pushing, and/or pulling; significant climbing and balancing; significant stooping, kneeling, crouching, and/or crawling; and significant fine finger dexterity. Generally the job requires 10% sitting, 45% walking, and 45% standing. The job is performed under some temperature extremes and under conditions with exposure to risk of injury and/or illness.

SCOPE OF EXAMINATION: The examination process may consist of two parts:

Examination

Examination Weights

1. Qualifications Appraisal Interview (QAI)

Appraisal will be made by personal interview to evaluate the technical knowledge and skill of candidates.

100%

All components of the examination process must be passed in order to be placed on the eligibility list.

Open and Promotional: Open and promotional examinations are open to applicants from outside the District. For employees to qualify for promotional examination, they must have permanent status in the District as a classified employee.

Accommodation for the Disabled: If you have a disability which may require an accommodation in any part of the examination process, you must notify the Classified HR Office in writing by the final filing date on this bulletin.

Limitation of Number of Applicants: The District reserves the right to limit the number of applicants invited to participate in the Qualifications Appraisal Interview to a number that can be expected to be used during the life of the eligibility list.

Eligibility List: The eligibility list established could expire in one year.

EMPLOYMENT REQUIREMENTS – Employment Verification, Fingerprinting, Medical and Physical Requirements

Employment Verification: In accordance with the Immigration Reform and Control Act of 1986, the District must verify that all new employees, at the time of hire, have proof of their right to work in the United States.

Fingerprinting: State law requires that all employees be fingerprinted. AB 1610 prohibits employment until the Department of Justice completes its obligations regarding the arrest and conviction information.

Medical and Physical Requirements: Verification of freedom from tuberculosis will be required. A medical examination may be required of eligible candidates.

THE LOMPOC UNIFIED SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION/TITLE IX EMPLOYER AND TOBACCO FREE WORKPLACE

"THIS IS AN AGENCY FEE ORGANIZATION FOR NEW EMPLOYEES."