JOB DESCRIPTION

Coachella Valley Water District

Date: February 6, 2007

TITLE: Electrician III

SECTION: Electrical

DEPARTMENT: Trades & Support

REPORTING RELATIONSHIP:

Reports to: Electrical Supervisor

Supervises the following positions: Not applicable

DEFINITION: Under direction performs a variety of complex electrical work in the installation, maintenance and repair of wiring. Work on air conditioning, equipment, various pumps, and other mechanical related work as required. Provides training to subordinates in advanced electrical and some mechanical methods and procedures.

ESSENTIAL FUNCTIONS:

1. Exhibit proficiency with complying with the National Electrical Code. in the layout, conduit installation and wiring of control circuits in pumping plants and other facilities.

2. Plans, directs, and records periodic electrical testing, and recommends or initiates modification or replacement of equipment which fails to meet acceptable operating standards.

3. Develops wiring diagrams, ladder diagrams and layout drawings for system or equipment modifications or expansion, and directs personnel performing routine installation and maintenance duties.

4. Assembles and tests experimental motor control devices, switch boards, transformers, generator windings, and other electrical components.

5. Observes mechanical devices in operation and listens to their sounds to locate causes of trouble. Dismantles devices to gain access to and remove defective parts. Starts devices to test their performance. Discuss system operation with users and other workers to verify that malfunctions have been corrected.

ESSENTIAL FUNCTIONS (Cont.):

7. Diagnose electrical related problems with various pumps. Examines bearings, shafts, and other moving parts for excessive wear or defects. Replaces defective motor bearings and motors when required. Adjust and align connected load to motor when required.

8. Assist in the scheduling and coordinating of preventative maintenance programs, development and planning of jobs.

9. Adheres to District safety policies and procedures, which include N.F.P.A. 70E and confined space procedures.

MINIMUM QUALIFICATIONS:

License or Certificates: Valid California Operators license issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

Experience: Minimum of two years as an Electrician II. Perform 100% of field evaluation criteria for a Technician II, and 80% of the field evaluation criteria of a Technician III.

OR

Any combination of training or experience which would likely provide the required knowledge and abilities would be qualifying. A typical way to gain the required knowledge and abilities would be to have a minimum 5 years electrical experience and pass the Electric Shop level III field assessment.

Knowledge of:

- Hydraulic relationship between wells, booster stations, reservoirs, lift stations, and irrigation pumping facilities.
- Electrical theory, practices, tools and equipment.
- Mechanical theory, practices, tools, and equipment.
- Principles and practices of reclamation plant, water production, and distribution operations as maintained by the District.
- Principles and practices for the maintenance and repair of air conditioning systems.
- Electrical codes and related ordinance and regulations.
- Principles and practices for the installation, maintenance and repair of pumps and pump apparatus.
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MINIMUM QUALIFICATIONS (Cont.):

- Principles and practices for the installation, maintenance and repair of electric motors.
- Principles of supervision and training.
- Safe working practices including confined spaces.

Abilities:

- Analyze, diagnose, troubleshoot, inspect, install, maintain, and repair a variety of complex electrical and mechanical equipment under minimal supervision.
- Effectively develop and plan out jobs using appropriate cost control and scheduling methods.
- Train subordinates in electrical/mechanical theory, practices, troubleshooting techniques, and equipment usage.
- Maintain accurate logs, records, reports, and charts.
- Read and interpret maintenance procedures from manuals.
- Read and understand blueprints, diagrams, and schematic of electrical and mechanical equipment with minimal assistance.
- Work safely around energized electrical and mechanical equipment.
- Follow written and oral directions.
- Work cooperatively with others.
- Provide technical support and work direction to others.
- Communicate effectively with others.
- Use hand and power tools in a safe manner.

PHYSICAL REQUIREMENTS:

1. Drive District vehicle to job sites including over rough terrain. Uses a two-way radio for communication.

2. Works in extreme weather conditions including heat and rain. Will work in areas containing dust, fumes and exhaust.

3. Climbs ladders and works at heights up to 100 feet.

4. Will work nights, weekends, holidays, overtime, and stand-by when required.

5. Lift and carry objects in excess of 50 pounds.

See Human Resources for physical assessment form