



City of Tempe

FACILITY ELECTRICIAN

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	168	<i>Department:</i>	Financial Services
<i>Supervision Level:</i>	Non-Supervisor	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Parks Facilities Maintenance Electrician
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes

Click [here](#) for more job classification information including current salary range.

REPORTING RELATIONSHIPS
Receives general supervision from the Facility Maintenance Supervisor or from other supervisory or management staff.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	Three (3) years of experience as an electrician.
<i>Education:</i>	High school diploma, GED or equivalency, and completion of a two (2) year electrical apprenticeship program or training.
<i>License / Certification:</i>	<ul style="list-style-type: none">• Possession of a valid driver’s license.• Possession of an Arizona Electrician License (Commercial) is preferred.

ESSENTIAL JOB FUNCTIONS
Essential job functions are the fundamental duties of a position: the things a person holding the job absolutely must be able to do.
To actively support and uphold the City’s stated mission and values. To perform skilled electrical work in the installation, alteration, maintenance, calibration and repair of electronics, electrical and energy management equipment and systems; and to maintain and update the City’s energy conservation program.

OTHER DUTIES AS ASSIGNED
Please note this job description is not designed to cover or contain a comprehensive listing of all activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

- Provide expertise in the electrical field to assist maintenance staff.
- Plan layout, wire and install energy efficient equipment, electrical fixtures and control equipment; modify or plan new installations to minimize waste of energy and materials.
- Install, alter, maintain and repair electrical wiring systems and equipment including air conditioning systems, pumps, exhaust fans, coolers and appliances motors.
- Inspect fuses, buss bars, thermocouples and electrical contacts for loose connections or soldering problems.
- Reviewing electrical plans and related building projects plans.
- Repair relays, heavy duty fuses, high current heaters, heating and ventilation circuits, photo and electric eyes, time clocks and transformers.
- Locate, dig-up and repair underground electrical faults; measure, cut, bend, thread, assemble and install conduit for underground feeders.
- Receive and prioritize City-wide electrical work requests and malfunction emergencies; schedule repairs and preventative maintenance.
- Design and install computerized switches and controllers for energy management systems; select City facilities and recreational areas for lighting system upgrades; install energy-efficient lighting and maintain lighting facilities; provide and monitor lighting for buildings and offices.
- Participate in budget preparation and administration; prepare cost estimates for budget recommendations; submit justifications for lighting conversion projects and electrical upgrade work; monitor and control expenditures.
- Develop energy management strategies for City facilities; monitor electrical consumption; recommend and implement energy saving systems and procedures.
- Operate and maintain a variety of test meters and instruments.
- Locate underground electrical lines for other City staff, as well as outside contractors, as required.
- Order, install, and test new equipment.
- Maintain related records and files.
- Perform related duties as assigned.

COMPETENCIES

<i>CLASSIFICATION LEVEL</i>	<i>INCLUDES</i>	<i>COMPETENCIES</i>
Foundational	All Employees	Inclusion, Communication, Interpersonal Skills, Integrity, Professionalism, and Willingness to Learn
Non-Supervisory	In Addition >	Teamwork, Customer Service, Initiative, and Dependability / Reliability
Supervisory	In Addition >	Staffing, Monitoring Work, Delegating, Development / Mentoring, and Support Others
Manager	In Addition >	Preparing / Evaluating Budgets, Monitoring / Controlling Resources, and Motivating / Inspiring
Deputy Director	In Addition >	Entrepreneurship and Networking
Director	In Addition >	Organizational Vision

For more information about the City of Tempe's competencies for all classifications:

[City of Tempe, AZ : Competencies](#)

JOB DESCRIPTION HISTORY

Effective November 1988

Revise October 2005

Revised December 2016 (added physical/mental activities)

Revised November 2021 (update min qualifications and job duties)

Revised May 2023 (remove 'Additional' - polygraph and police background verbiage)

PHYSICAL DEMANDS AND WORK ENVIRONMENT

Job Title: Facility Electrician

Job Code: 168

VEHICLE OPERATION	YES	NO
Will this position drive a City vehicle?	X	
Will this vehicle require a Commercial Drivers License?		X

	Never	Occas.	Freq.	Contin.
	0% of time	1-35% of time	36-65% of time	66-100% of time

WORK WITH OR EXPOSURE TO THE FOLLOWING				
Machinery*		X		
Electrical*				X
Power Tools*				X
Hand Tools*				X
Personal Protective Equipment*				X
Computer Software		X		
Fumes		X		
Chemicals		X		

ENVIRONMENT				
Indoors			X	
Outdoors			X	
Working in or around water		X		
Extreme Heat				X
Extreme Cold			X	
Office Setting		X		
Confined Spaces	X			
Excessive Noise**		X		
Heights			X	
Sewage Exposure		X		
Bodily Fluid Exposure	X			

ENDURANCE				
Sit			X	
Stationary / Stand				X
Traverse / Move				X

VISION REQUIREMENTS	YES	NO
Close (clear vision at 20 inches or less)	X	
Distance (clear vision at 20 feet or more)	X	
Color (ability to identify and distinguish colors)	X	
Depth Perception (three-dimensional vision, ability to judge distances and spatial relationships)	X	
Peripheral (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point)	X	
Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)	X	
No Special Vision Requirements	X	

Maximum LIFT / CARRY	Lift	Carry
5-25lbs		
26-50lbs	X	X
51-75lbs		
76-100lbs		

Maximum PUSH / PULL	Push	Pull
5-25lbs		
26-50lbs		
51-75lbs	X	X
76-100lbs		

MOVEMENT	YES	NO
Bend / Stoop / Twist	X	
Crouch / Squat	X	
Kneel / Crawl	X	
Above Shoulder Level	X	
Below Shoulder Level	X	
Repetitive Arm Use	X	
Repetitive Wrist Use	X	
Repetitive Hand Use	X	
Neck Range of Motion	X	
Climb Stairs / Ladders	X	
Traverse Uneven Surface	X	
Traverse Even Surface	X	

ADDITIONAL CONSIDERATIONS:
- May require working extended hours.
- May work alone for extended periods of time.

*DEFINITIONS/EXAMPLES
Machinery: bucket truck, riding mowers, backhoe etc.
Electrical: wiring, outlets, fuses etc.
Power Tools: push mowers, jackhammers, drills, chainsaw etc.
Hand Tools: hammers, wrenches, shovels, wheel barrels, saws etc.
Personal Protective Equipment: respirators, Tyvek coveralls, hard hats, fall protection harness etc.

**** Hearing test is required**