



# City of Tempe

## PARKS FACILITY MAINTENANCE ELECTRICIAN

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	555	<i>Department:</i>	Community Services
<i>Supervision Level:</i>	Non-Supervisor	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Parks Facility Maintenance Electrician
<i>Safety Sensitive / Drug Screen:</i>	Yes	<i>Physical:</i>	Yes
Click <a href="#">here</a> for more job classification information including current salary range.			

REPORTING RELATIONSHIPS
Receives general supervision from higher level supervisory or management staff.
Exercises functional and technical direction over lower level and/or contract staff and volunteers.

MINIMUM QUALIFICATIONS	
<i>Experience:</i>	Two (2) years of journeyman experience in the electrical trade. Experience in one or more additional building or construction trades is preferred.
<i>Education:</i>	Completion of an apprentice program, trade school program or licensure/certification related to the electrical trade.
<i>License / Certification:</i>	<ul style="list-style-type: none"> <li>● Possession of a valid driver’s license.</li> <li>● May be required to obtain a Department of Transportation Medical Certification within six (6) months of hire.</li> <li>● Must obtain a City of Tempe Plant Maintenance Electrician Certification within six (6) months of hire and retain a valid certification as required by Community Development.</li> </ul>

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 a variety of semi-skilled and skilled work in the maintenance, repair, alteration and construction of parks assets including facilities, equipment and fixtures.

### 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.

- Inspect, maintain and repair City park facilities, equipment and buildings by performing a variety of skilled trades work.
- Provide expertise in the electrical trade to assist other parks maintenance staff.
- Operate and maintain a variety of mechanical tools and equipment such as power saws, drills, grinders, electric generators, test meters, and instruments.
- Receive and prioritize park wide electrical work requests and malfunction emergencies; schedule repairs and preventative maintenance.
- Install, maintain, troubleshoot, repair and replace electrical wiring, systems, equipment and fixtures.
- Repair or replace relays, heavy duty fuses, time clocks and controllers, transformers, junction boxes, power pedestals, and all other devices related to Parks electrical systems.
- Inspect fuses, buss bars, thermocouples and electrical contacts for loose connections.
- Locate, dig-up and repair underground electrical faults.
- Measure, cut, thread and install electric conduits.
- Operate specialized heavy equipment such as aerial lift and backhoe.
- Read and interpret sketches, diagrams, drawings and blueprints.
- Locate utilities and respond to Arizona Blue Stake requests.
- Maintain and calibrate accurate test instruments.
- Prepare installation and repair cost estimates.
- Coordinate, oversee and inspect work of contractors to ensure quality and compliance with terms of contract.
- Coordinate with utility companies.
- Assist in coordinating park facility maintenance activities with other City departments, divisions, and sections and with outside agencies.
- Initiate or assist with procurement of materials, supplies and equipment; reconcile procurement card monthly invoice for payment processing.
- Utilize computerized work order and asset management software to document repairs, preventative maintenance, and assets.
- Develop energy management strategies for city parks and facilities; monitor electrical consumption; recommend and implement energy savings systems and procedures.
- 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
<p><i>For more information about the City of Tempe's competencies for all classifications:</i>  <a href="#">City of Tempe, AZ : Competencies</a></p>		

<b>JOB DESCRIPTION HISTORY</b>
<p><i>Effective March 2017</i>  <i>Revised March 2019 (PW Reorg – moved to Community Services Department)</i>  <i>Revised October 2022 (Update min qualifications – license/certification section)</i></p>

## PHYSICAL DEMANDS AND WORK ENVIRONMENT

**Job Title: Parks Facility Maintenance Electrician**

**Job Code: 555**

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
<b>Close</b> (clear vision at 20 inches or less)	X	
<b>Distance</b> (clear vision at 20 feet or more)	X	
<b>Color</b> (ability to identify and distinguish colors)	X	
<b>Depth Perception</b> (three-dimensional vision, ability to judge distances and spatial relationships)	X	
<b>Peripheral</b> (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	
<b>Ability to adjust focus</b> (ability to adjust the eye to bring an object into sharp focus)	X	
<b>No Special Vision Requirements</b>		X

Maximum LIFT / CARRY	Lift	Carry	Maximum PUSH / PULL	Push	Pull
5-25lbs			5-25lbs		
26-50lbs			26-50lbs	X	X
51-75lbs	X	X	51-75lbs		
76-100lbs			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:
<ul style="list-style-type: none"> <li>- May require working extended hours.</li> <li>- May work alone for extended periods of time.</li> </ul>

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

**\*\* Hearing test is required**