

POSITION DESCRIPTION		AGENCY/DEPT ID DAS/ DAS106495
DIVISION OR INSTITUTION General Services Division	UNIT OR OFFICE Properties & Facilities	COUNTY OF EMPLOYMENT Franklin

POSITION NUMBER 20005770 JOB TITLE Electrician 1 JOB CODE 52281	<input type="checkbox"/> Reclassification <input type="checkbox"/> New Position <input checked="" type="checkbox"/> Update		Position Hyperlinked to <input type="checkbox"/> Agency Organizational Tree	
	USUAL WORKING TITLE OF POSITION Electrician 1 / Maintenance Repair Worker 2		POSITION NO. AND TITLE OF IMMEDIATE SUPERVISOR 20005783 Administrative Officer 1	
	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Intermittent	<input checked="" type="checkbox"/> Classified <input type="checkbox"/> Unclassified <input checked="" type="checkbox"/> Essential	Overtime: <input checked="" type="checkbox"/> Eligible <input type="checkbox"/> Exempt If FLSA Exempt, exemption type:	Bargaining Unit 06 Page 2 of 2
	NORMAL WORKING HOURS (Explain unusual or rotating shift): FROM: 7:00 a.m. TO: 4:00 p.m. Report in location and work hours subject to change			
	JOB DESCRIPTION AND WORKER CHARACTERISTICS			
	%	Job Duties in Order of Importance	Knowledge, Skills & Abilities	
	25	Completes semi-skilled building maintenance details (e.g., carpentry, HVAC, plumbing, painting & general maintenance repair): trouble-shoots, repairs & /or installs related equipment & building systems; operates & maintains snow & ice removal equipment & ground keeping equipment; oversees contract workers within facility to ensure contract objectives are met; completes various preventive maintenance tasks; assists in development & recommends preventive maintenance tasks to extend life cycle of facility assets.	Knowledge of 1*, 2, 3, 4, 5, 6, 7* Skill in 8, 9, 10* Ability to 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22	
	25	Conducts inspections & reports findings: inspects buildings, assets & equipment on a continuous basis for needed repairs, replacements, building damage, asset failure or other related maintenance needs; writes work order to report findings; attends training as required; participates in committees as assigned; uses personal protective equipment as required.	Knowledge of 1*, 2, 3, 4, 5, 6, 7* Skill in 8, 9, 10* Ability to 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22 * developed after employment.	
	List Position Numbers & Job Titles of Positions Directly Supervised:		SIGNATURE OF AGENCY REPRESENTATIVE <i>Jeffrey Westhousenke</i>	DATE 4/24/12

Apd 4.20.12(AE)