



JACKSON SCHOOL DISTRICT

Jackson, New Jersey

TITLE:

MAINTENANCE – ELECTRICIAN

QUALIFICATIONS:

1. High School Diploma or GED
2. Be clean and neat in appearance
3. Ability to operate all required power tools and or equipment
4. Basic computer knowledge
5. Ability to read blueprints
6. Possess a valid New Jersey Driver's License
7. Demonstrate a working knowledge of the following trades with proficiency in all phases of commercial electrical wiring:
 - a. Air conditioning and heating
 - b. Carpentry
 - c. Masonry
 - d. Commercial electric
 - e. Painting
 - f. Plumbing
 - g. Glazing
 - h. Floor tiling
 - i. Roofing
8. Ability to estimate job costs
9. Ability to read electrical schematic drawings and wire commercial lighting.
10. Possess the ability to work independently

11. Demonstrate a working knowledge of how to wire equipment with the following voltage: 110, 220, 277, and 480
12. Required criminal history background check and proof of U.S. Citizenship or legal resident alien status

REPORTS TO: Directly responsible to Facilities Director/Supervisor

JOB GOAL:

ESSENTIAL JOB FUNCTIONS:

1. Directly responsible to Facilities Director/Supervisor.
2. Shall be employed on a twelve (12) month basis with the work day schedule by Facilities Director/Supervisor.
3. Shall perform all duties in accordance with the negotiated agreement between the Board of Education and Teamsters Local No. 97.
4. Shall perform all duties in the most efficient manner possible and cooperate with any Facilities Supervisor, co-worker and other departments in the interest of the school system.
5. Shall wear uniform provided by the Board of Education.
6. Ability to lift 75 pounds at least 20% of the time, bend, lift, squat, crawl, perform repetitive motions, climb stairs and ladder, work at heights, shovel, work in the elements, stand for long periods of time, and work and handle a hand truck
7. Shall perform duties assigned by Facilities Director/Supervisor such as, but not limited to:
 - a. Change lighting ballast transformers
 - b. Pull all gauges of wire through pipe and walls
 - c. Install conduit and wire mold
 - d. Install light reflectors in fixtures
 - e. Remove and replace complete lighting fixtures
 - f. Wire low voltage circuits
 - g. Set and wire transformers of various sizes
 - h. Install new electrical services including breaker panels, lights, and switches
 - i. Rebuild all types of light fixtures

- j. Demonstrate the ability to split electrical circuits
- 8. Physically move and twist to complete normal daily responsibilities.
 - 1. Ability to stand, sit and walk for long periods of time.
 - 2. Ability to operate all required power tools and equipment.
 - 3. Ability to assist with snow removal as necessary
 - 4. Perform any other tasks assigned by Facilities Director/Supervisor including working with departments within the Facilities Department.
 - 5. Perform any other tasks assigned by any Facilities Director/Supervisor or designee where circumstances prevent assignment through the chain of command described herein.

**TERMS OF
EMPLOYMENT:**

Salary and work year to be determined by the board.

EVALUATION:

Performance of this job will be evaluated in accordance with state law and provisions of the board's policy on evaluation of non-certified staff.

APPROVED BY:

Board Agenda

DATE: 4/24/12

REVISED: 1/21/14