

SKILLED TRADESMAN – ELECTRICIAN

The Skilled tradesman works under the direct supervision of a Maintenance Supervisor and is responsible for performing electrical maintenance in all university buildings. This position is governed by state and federal laws and agency/institution policy.

Duties Performed

1. Repairs, installs, replaces and tests electrical circuits, equipment and appliances
2. Inspects and tests electrical lighting, signal, communication and power circuits and equipment.
3. Isolates defects in wiring, switches, motors and other electrical equipment, using suitable testing instruments.
4. Examines and tests elements of electrical systems to locate obvious faults, such as blown fuses, short circuits, broken wires, loose connections, and worn motor brushes.
5. Replaces faulty switches, sockets, plugs, fuses, insulators, and other simple elements of electrical systems, fixes and appliances.
6. Renews circuits either by isolating and cutting out defective wiring and replacing it with new wiring, or by splicing ends of broken wires.
7. As required, estimate materials needed and record time and materials expended on each work order.
8. Occasionally supervises a helper and/or volunteer.
9. Perform other related duties as assigned.

Relation to Other Jobs

May be asked to install outlets. Light fixtures, junction boxes, data lines. Performs work to assist plumber, electricians, etc., and assists in preparation for graduation and other university functions as directed by supervisor.

Working Conditions: Indoors and outside; some overtime required.

Minimum Requirements

High school diploma with at least 5-10 years of experience as a journeyman electrician; knowledge of electrical principles and their application to the maintenance, repair and installation of electric distribution systems, devices and electrical generation systems; knowledge of the application and use of testing equipment utilized in checking, testing, and analyzing electrical systems such as Volt-Ammeters, Voltage testers, Phase and Rotation testers, multi-meters, etc. Must have ability to apply electrical formulas and conversion tables to job requirements; knowledge of regulatory codes and requirements such as National Electric Code; and skilled in interpreting schematic drawings, charts and technical instructions.

Physical Requirements

Must be able to climb ladders (not afraid of heights); able to stand for long periods; and occasional lift up to 75 lbs.

Salary: Grade C115 – State Pay Plan

Application Process: Qualified applicants should an application, resume, and three (3) letters of recommendation to:

Human Resources Department
University of Arkansas at Pine Bluff
1200 North University Drive
Mail Slot #4942
Pine Bluff, AR 71601

Deadline for Applications: Applications accepted until position is filled.

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