

THE YORK WATER COMPANY
Job Description

JOB TITLE: Electrician

EXEMPT: No	JOB CODE: 711
DIVISION: G & A	DEPARTMENT: Maintenance & Grounds
LOCATION: Electrical Shop - Jacobus	
REPORTS TO: Maintenance & Grounds Superintendent	

PREPARED BY: Human Resources
APPROVED BY: Jeffrey R. Hines

DATE: May 2011
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SUMMARY: Responsible to maintain and insure all the Company's electrical equipment and systems are operating efficiently and effectively.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

1. Develop and implement preventative maintenance schedules and process work orders for the proper maintenance and operation of all electrical equipment and systems operated by the Company.
2. Be available for after-hours emergency calls.
3. Troubleshoot and repair AC and DC electrical problems.
4. Evaluate proposed new electrical equipment to determine if it is compatible operation wise and maintenance wise with existing equipment; make recommendations for obsolescent equipment to be operational with new equipment.
5. Work with contractors installing new equipment to insure specifications are being followed. Coordinate new service applications.
6. Consistently demonstrate positive and professional behavior to all individuals contacted on behalf of the Company, including customers and employees.

QUALIFICATION REQUIREMENTS:

EDUCATION and/or EXPERIENCE:

Completion of a bona fide electrical apprenticeship program and obtainment of Journeyman Electrician/Wireman certificate; or equivalent combination of education and experience.

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LANGUAGE SKILLS:

Ability to read, analyze, and interpret professional journals, electrical schematics and drawings, technical procedures, or governmental regulations. Ability to write reports, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, contractors and employees.

MATHEMATICAL SKILLS:

Ability to work with mathematical concepts such as algebra, trigonometry, and calculus. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram forms.

CERTIFICATES, LICENSES, REGISTRATIONS:

Possess a valid PA driver's license; Journeyman Electrician/Wireman certificate

OTHER SKILLS AND ABILITIES:

Efficiently and accurately use calculator, computer, adding machine, copier, facsimile machine, telephone, other standard office equipment; Company radio communication system; all electronic/electrical test and repair equipment required for the job.

PHYSICAL DEMANDS:

See attached Essential Function and Physical Demands Analysis.

The employee must be able to work under stress and work additional hours in order to meet deadlines or to meet the requirements of the position during emergency situations.

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WORK ENVIRONMENT:

While performing the duties of this job, the employee is regularly exposed to risk of electrical shock. The employee occasionally works near moving mechanical parts. The employee occasionally works in high, precarious places and in outside weather conditions and is occasionally exposed to fumes or airborne particles and toxic or caustic chemicals.

The noise level in the work environment is usually moderate.