



City of Tempe

PLANT ELECTRICIAN (SBP)

JOB CLASSIFICATION INFORMATION			
<i>Job Code:</i>	464	<i>FLSA Status:</i>	Non-Exempt
<i>Department:</i>	Municipal Utilities	<i>Salary / Hourly Minimum:</i>	\$27.098558
<i>Supervision Level:</i>	Non-supervisor	<i>Salary / Hourly Maximum:</i>	\$31.840865
<i>Employee Group:</i>	NSU	<i>State Retirement Group:</i>	ASRS
<i>Status:</i>	Classified	<i>Market Group:</i>	Plant Operator+ (SBP)
<i>Drug Screen / Physical:</i>	Y	<i>EEO4 Group:</i>	Skilled Craft

DISTINGUISHING CHARACTERISTICS

Positions in this class may additionally be given the opportunity, or required, to learn and perform duties in other skill/trade areas (i.e. skill blocks) including: automated instrumentation and control work, mechanical maintenance, water plant operations, and/or wastewater plant operations.

REPORTING RELATIONSHIPS

Receives general supervision from the Plant Team Leader, or from other supervisory staff. May be required to direct and coordinate other trades, contractors, vendors, engineers, and other divisions within the City.

May act as a subject matter expert to assist in training other staff.

MINIMUM QUALIFICATIONS

<i>Experience:</i>	Requires two years of experience as a skilled journeyman electrician, preferably in a water utility, including experience with the principles, methods, materials, equipment and tools used in the electrical construction and maintenance field. In addition, requires experience with electrical construction and maintenance, including installation of all sizes of electrical conduit, cables, wires, switches, automatic starting equipment.
<i>Education:</i>	Equivalent to the completion of the twelfth grade supplemented by 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"> • Must possess and maintain a valid driver's license. • Required to obtain, within 18 months of hire, Grade I water and/or wastewater treatment certificates issued by the State of Arizona.

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 complex technical and skilled electrical work in the planning, installation, alteration, maintenance and repair of equipment for electrical systems in water and wastewater facilities.

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.

- Perform job duties adequately and properly; follow personnel and department policies and operating procedures; show respect, tact, and courtesy in dealings with coworkers and the general public; behave in a manner that does not obstruct or hinder other employees from completing their duties; act in a manner that is safe and follow the City's safety procedures at all times.
- Install, alter, maintain and repair electrical wiring systems, including 120/240-volt, 277/480 volt, and 4160-volt wye and delta. Equipment including motors up to 1250 HP, coils, transformers, Power Panels, and Motor Control Centers, and control equipment.
- Install, troubleshoot, maintain, and repair various types of luminaries and lighting systems including UV disinfection systems.
- Troubleshoot, maintain, and repair Chlorine generation equipment.
- Test, run and maintain plant generation equipment including the documentation for regulatory agency requirements.
- Install, test, and maintain various Uninterruptible Power Supply Systems (UPS).
- Install and maintain water pumps and process control schemes, at booster stations, well sites, lift stations, and other remote sites.
- Establish criteria, order, install and test all new equipment.
- Repair and maintain chemical feeders, mixers and controllers.
- Operate ammeters, ohmmeters, voltage meters from 600 volt to 5000 volt, specialized data logging instruments, power monitoring meters, thermal imaging instruments, 600 volt and 5000 volt megohm meters, and vibration monitors.
- Maintain and calibrate accurate test instruments.
- Ability to troubleshoot and repair equipment controlled by PLC's.
- Inspect fuses, buss bars, thermocouples, and electrical contacts for loose connections.
- Inspect and repair, relays, time clocks, timers, photocells, contactors, electronic motor savers, solenoids, pressure switches, and thermal overload unit.
- Install and inspect TVSS units, cathodic protection systems.
- Install, troubleshoot, and repair VFD's, Motor Soft Starts, Wye/Delta motors.
- Maintain preventive maintenance files including, Motor data inventory, Hansen work orders, information from Data loggers, Data from the Power Monitoring Meters, and data on the operation of all electrical equipment.

- Document and maintain current one line diagrams for all Water Utility sites.
- Demonstrate continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service.
- Perform related duties as assigned.
- Physically present to perform the duties of the position.

PHYSICAL DEMANDS *AND* WORK ENVIRONMENT

- Lift heavy objects (motors, conduit, and ladders) up to 75 lbs;
- Move heavy objects with forklift, dolly, etc. up to 400 lbs.;
- Operate city vehicles (i.e. pick-up truck);
- Use power tools (i.e. drills, pipe threader, and saws);
- Use tools (i.e. screwdrivers, hammers, and wrenches);
- Climb stairways, ladders, and work on elevated structures (some electrical equipment is located on top of elevated structures);
- Traverse uneven surfaces;
- Work in a stationary position for considerable periods of time (i.e. wiring motors, kneeling, standing, and sitting);
- Operates computers, calculators and other office machines (manages electrical equipment databases on computer);
- Extensive reading and close vision work (reading blueprint and diagrams);
- Work in confined areas;
- Work out-of-doors in inclement weather (key equipment can breakdown during storms);
- Exposure to heat, cold, dampness, dust, pollen, odors, fumes, etc.;
- Exposure to hazards of electrical shock, falls, noise, equipment operation, etc.;
- May require working extended hours (electricians are assigned stand-by shifts outside their normal work shift).

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
<i>For more information about the City of Tempe's competencies for all classifications:</i> City of Tempe, AZ : Competencies		

JOB DESCRIPTION HISTORY
<i>Effective February 2000</i> <i>Revised November 2001</i> <i>Revised June 2005</i> <i>Revised May 2017 (added physical/mental activities)</i> <i>Revised September 2017 (update min qualifications)</i> <i>Revised March 2019 (PW Reorg – Moved to Municipal Utilities)</i>