

Electrician – Entry-level

Position Details

Class Code: 7015

Job Family: Skilled Trades/Technicians

Classification: Support Professional

Terms of Employment: [Pay Grade 52 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

Position Summary

Under direct supervision, the Electrician – Entry-Level, plans, installs, and repairs wiring, electrical fixtures, control equipment, and other electrical components.

Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Assists in testing safety components and functions of electrical equipment.
2. Assists with in testing/troubleshooting energized systems and repairing motors, controls, overload relays, pressure switches, transformers, generators, emergency power systems, light plants, lighting circuits, fixtures, switches, ground circuits, and circuit wiring.
3. Assists in installing switches, relays, circuit breakers, electrical control apparatuses, computer raceways/cables, fiber optic telecommunications wiring, distribution apparatuses, power panels, power distribution cables, buss ducts, and other electrical equipment (vocational shop, theater lighting, athletic field security/exterior lighting equipment, etc.).
4. Assists in connecting wiring to power equipment, fuse/breaker panels, electrical outlets, and circuit wiring.
5. Assists Electricians in coordinating work with school activities, other trades, and public utilities.

6. Inspects/calibrates limit switches, drive motors, and other related electrical equipment.
 7. Assists Crane Operator in rigging and placing equipment.
 8. May perform first aid and/or Cardiopulmonary Resuscitation/Automated External Defibrillator (CPR/AED), as necessary.
 9. Conforms to safety standards, as prescribed.
 10. Performs other tasks related to the position, as assigned.
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Distinguishing Characteristics

Involves learning to diagnose electrical faults and install/repair wiring, fixtures, control equipment, and other electrical components through on-the-job training and experience.

Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of electrical lock out-tag out procedures per Occupational Safety and Health Administration (OSHA) guidelines.
2. Knowledge of electrical trade practices and procedures, including safety regulations.
3. Knowledge of first aid, CPR/AED, and Universal Precautions.
4. Ability to troubleshoot electrical systems.
5. Ability to recognize, understand, and interpret local, state, federal, and national codes/regulations, including Universal Building Code (UBC), Uniform Mechanical Code (UMC), Uniform Plumbing Code (UPC), National Fire Protection Association (NFPA), National Electrical Code (NEC), etc.
6. Ability to operate hand/power tools and equipment.
7. Ability to wear prescribed safety/personal protective equipment (PPE.)
8. Ability to learn and apply operating procedures.
9. Ability to read and interpret blueprints, schematics, and specifications.
10. Ability to read and interpret written and verbal instructions.
11. Ability to meet predetermined deadlines.
12. Ability to perform strenuous and physical work.
13. Ability to safely move and relocate heavy objects.
14. Ability to work flexible work hours or shifts.
15. Ability to work in confined areas and sustain long periods of bending.
16. Ability to withstand heights and perform work safely.
17. Ability to work cooperatively with employees, vendors, and the public.

18. Ability to recognize and report hazards and apply safe work methods.
 19. Possess physical and mental stamina commensurate with the responsibilities of the position.
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Position Requirements

Education, Training, and Experience

1. High school graduation or other equivalent (General Educational Development (GED), foreign equivalency, etc.).
2. Any combination of technical training and/or experience in the electrical field totaling two (2) years (experience as an electrical-focused Skilled Trades Assistant (STA) in the Clark County School District, etc.).

Licenses and Certifications

1. A valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada. License must be maintained for the duration of the assignment.
2. Current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at the time of application or Qualified Selection Pool (QSP) placement and at the time of interview prior to final selection.
3. Safe driving record. Safe driving record must be maintained for the duration of the assignment.
4. Current First Aid and CPR/AED certificates from the American Heart Association, American Red Cross, or similar organization. Certifications must be maintained for the duration of the assignment. Certification training must be in-person and include a hands-on component. Online courses will not be accepted. A copy of the front and back of the First Aid and CPR/AED certificates must be uploaded into the application.
5. Hold or be able to obtain forklift qualification card. If qualification card is not in possession at time of application or Qualified Selection Pool (QSP) request, it must be obtained within five (5) months of hire into position. Qualification card must be maintained for the duration of the assignment.

Preferred Qualifications

Apprenticeship and/or Journeyman certificate/card.

Document(s) Required at Time of Application

1. High school transcript or other equivalent (GED, foreign equivalency, etc.).
 2. Copy of a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
 3. Copy of current driving history (dated within six (6) months from the date printed) issued by the DMV. Safe driving record. Safe driving record must be maintained for the duration of the assignment
 4. Safe driving record.
 5. Current First Aid certificate as indicated above. A copy of the front and back of the First Aid certificate must be uploaded into the application.
 6. Current CPR/AED certificate as indicated above. A copy of the front and back of the CPR/AED certificate must be uploaded into the application.
 7. CCSD-issued forklift qualification card, if applicable.
 8. Specific documented evidence of training and experience to satisfy qualifications.
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Examples of Assigned Work Areas

CCSD facilities – offices and schools (classrooms, cafeterias, restrooms, corridors, gymnasiums, locker rooms, etc.).

Work Environment

Strength

Medium/heavy - exert force of 50-100 lbs., occasionally; 25-50 lbs., frequently; or 10-20 lbs., constantly.

Physical Demand

Frequent sitting, standing, walking, pushing, pulling, stooping, kneeling, climbing, crouching, reaching, handling, and repetitive fine motor activities. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Vision: Frequent near acuity, occasional far acuity, and color vision. Vision to read printed and online materials, Video Display Terminal (VDT) screens, or other monitoring devices.

Environmental Conditions

Varies from a climate-controlled office setting to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

Hazards

Frequent electrical shock hazards. Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

Examples of Equipment/Supplies Used to Perform Tasks

Forklifts and aerial work platforms, pallet jacks, safety/PPE (gloves, safety glasses, etc.), hydraulic crimp tools, electrical hand tools, electric drill motors, saber saws, vices and pipe vices, pipe threaders, pipe benders, hydraulic knock-out punches, wire pulling machines, trailers, lockouts, and tags, etc.

AA/EOE Statement

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

Job Revision Information

- Revised: 01/31/24
- Created: 06/08/17