

Title: Electrician's Helper I
Department: Public Works
Division/Office: Wastewater Facilities Division



Grade 2112; Hourly position; Category: Classified; Job Code: EH1; Rev.:07/01/2021

General Description

The purpose of this position is to basic tasks in support of electricians involved in the installation and maintenance of wiring, electrical systems, and equipment.
This position works under close supervision according to set procedures.

Duties and Responsibilities

The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions as necessary.

- Assists with the installation and repair of electrical, mechanical, refrigeration, air conditioning and electronic equipment that requires a skilled electrician.
- Organizes and anticipates equipment, tool, and supply needs for daily tasks.
- Push/pulls wire and cable in safe manner per directions or specifications.
- Performs assigned preventive maintenance program tasks for electrical equipment.
- Performs general custodial work to keep work area and facilities clean and safe.
- Assists assigned staff with different projects as directed.
- Performs related work as required.

Minimum Education and Experience Requirements:

Requires High School graduation or GED equivalent (formal Apprentice Electrician training preferred) supplemented by one (1) year of experience as an electrician's helper.

Must enroll or be enrolled in an approved electrician apprenticeship program and work toward a Journey person certificate within one (1) year of hire.

Additional Requirements:

Some knowledge of the standard practices, tools and terminology of the electrical trade; ability to assist with repairs to electrical equipment using safe practices; ability to perform manual work; ability to establish and maintain effective working relationship with coworkers and supervisors; some knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

Americans with Disabilities Act Requirements:

This is very heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; physical attendance at work site is required to perform manual tasks, provide immediate service to onsite customers, and supervise or interact with work group; visual acuity is required for depth perception, color perception, night vision, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm's length, operation of machines, operation of motor vehicles or equipment, determining the accuracy and

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thoroughness of work, and observing general surroundings and activities; mental acuity is required to make rational decisions through sound logic and deductive processes; the worker is subject to inside and outside environmental conditions, noise, vibration, hazards, atmospheric conditions, and oils.

Special Certifications and License Requirements:

- Must possess and maintain a valid state driver's license with an acceptable driving history.
- May be required to pass standardized examination to determine basic knowledge, skills & abilities.
- Must enroll or be enrolled in an approved electrician apprenticeship program and work toward a Journeyman certificate within one (1) year of hire.

Notices:

Kent County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management. This is an employment at-will position.

Employee Acknowledgement