

**SUPPORT STAFF PERSONNEL QUALIFICATIONS AND DUTIES****ELECTRICIAN****Position Summary**

Under the direction of the Director of Operations and the Assistant Director of Operations maintain the electrical systems in the division's buildings and schools. Performs electrical installations and maintenance duties.

**Duties**

- Install, repair and maintain motors, fixtures, ballasts, wall plugs, switches and fuses.
- Install, repair and maintain parking lot plugs.
- Locate, repair and or replace blown circuits, breakers and wiring.
- Install, check, repair or replace controls such as electrical, lighting and mechanical.
- Order materials and supplies and complete work orders in electronic format.
- Respond to emergency requests and safety concerns such as vandalism, flooding and fire.
- Read blueprints and comply with building codes.
- Prioritize requests for repairs.
- Supervise a helper as required.
- Assist other trades as required.
- Other duties as assigned within skillset.

**Education**

- Grade 12.
- Red Seal Journeyman Certificate in electrical construction.
- Valid Manitoba Driver's License.

**Experience**

- Minimum 3 years experience at journeyman level.

**Physical Demands**

- Lifts heavy objects such as motors.
- Requirement to work in cramped, awkward spaces such as attics and crawl spaces.
- Work from ladders, scaffolds or other elevated platforms.

**Working Conditions**

- Exposure to electrical and mechanical hazards.
- Exposure to inclement weather.