Georgia State University

Job Specification

Job Title: Electrician II

BCAT Code: 091X16  Effective Date: April 1, 2007
Pay Grade: G12  FLSA Status: Non-Exempt  Revision Date: July 1, 2013

General Description
Performs skilled manual work, such as the installation, alteration, maintenance and repair of electrical systems, equipment and fixtures.

Examples of Duties
- Installs conduits, wires, pull boxes, switch boards, etc. necessary to make additions, extensions or alterations to electrical systems.
- Assists and instructs other electricians on projects.
- Serves as lead person at times.
- Monitors electrical equipment for needed repairs and maintenance.
- Services and repairs lighting, power, heating, cooling and communication systems.
- Monitors the functioning of installed equipment or systems to detect hazards and needed adjustments.
- Repairs, installs and tests safety devices, such as fire alarms, ground fault interrupters, circuit breakers, and fuses.
- Repairs and replaces parts in motors, generators, pumps, storage batteries, switchboards, etc.
- Drills holes for wiring; splices wires by stripping insulation, soldering wires together and applying tape or terminal caps.
- Replaces fuses, light bulbs and switches.
- Troubleshoots electrical equipment for preventative repairs and maintenance.
- Gathers tools and supplies to be used at work site; cleans work areas, tools and equipment.
  Maintains tools and equipment.
- Performs other related duties as assigned.

Knowledge, Skills and Abilities
- Knowledge of the practices, procedures and safety precautions of the electrical trade.
- Knowledge of local electrical codes.
- Effective oral and written communication skills.
- Effective time management skills.
- Effective organizational skills.
- Ability to read and interpret blue prints.
- Ability to operate tools and equipment used in the electrical trade.
- Ability to access confined spaces.
- Ability to climb ladders and scaffolds.

Minimum GSU Hiring Standards
Technical or vocational degree and three years of related experience; or combination of education and related experience.

The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.

Office of Human Resources
Classification Section