

The University of Winnipeg

Position Description

Revision Date: March 24, 2017

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Classification:

Electrician

Unit:

I.U.O.E.

CHARACTER OF THIS CLASSIFICATION LEVEL

The Physical Plant Department is responsible for the entire physical facilities of the University, including all buildings and grounds, furnishings and fixed equipment.

In positions at this level, incumbents perform all the duties of a journeyman (M/F) electrician under direction from the Chief Engineer or Director of Physical Plant.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES

1. Installs, replaces, repairs and services all electrical panels, power lines, wiring and equipment that includes: electric motors, hand dryers, kitchen equipment, transformers, refrigeration and heating units, air handling units, switches and controls
2. Supplies extra power requirements for new equipment from the existing electrical power distribution
3. Installs, services and repairs lighting, clock systems, emergency power systems and fire protection systems
4. Maintains sufficient stocks of parts and materials for repairs and emergencies by reordering through the Physical Plant Office
5. Prepares cost estimates of individual jobs and assists with cost estimates of major projects
6. Assists in evacuations, according to procedures, in a safe and responsible manner, whenever necessary
7. Responsible for security, maintenance and repair of all tools and equipment
8. Installs or assists with the installation of conduit, wire, cable, equipment, components and devices associated with fire, security, and energy management systems
9. Installs and mounts electric/electronic controls, devices, panels, sensors, and components
10. Install, terminate, test, label and document horizontal, backbone & other cables (CAT6, CAT5, CAT 5e)
11. Capable of installing cable pathway systems (cable trays, cable racks, j-hooks, d-rings, EMT, RIGID, PVC)
12. Performs other related duties as required or assigned

QUALIFICATIONS REQUIRED

The minimum qualifications necessary for acceptable (satisfactory) performance are:

Level of Formal Education	<ul style="list-style-type: none">- High school completion or acceptable alternative- Must possess a valid Certificate of Qualification as an Electrician issued by the Manitoba Department of Labour- Must have a thorough knowledge of electrical codes, building codes and trade standards applicable to the electrician trade
Experience	<ul style="list-style-type: none">- At least five years of directly related experience <p style="text-align: center;">or</p> <ul style="list-style-type: none">- An acceptable equivalent combination of education and experience may be considered
Skills and Abilities	<ul style="list-style-type: none">- Must be able to perform all work related to the trade independently- Must be able to read and understand building blue prints- Must be able to supervise others and communicate effectively with all staff, students and the public- Must be able to handle and operate all tools and equipment necessary for the performance of duties
Physical Requirements	<ul style="list-style-type: none">- Must be able to lift and transport heavy items without accident or injury (up to 50 lb.)- Must be capable of performing the duties as assigned

This class specification is intended to illustrate the characteristics of this classification level and should not be interpreted as a description of any one individual position within this classification level.