

University of Houston – Clear Lake

Position Description

Job Title: **Electrician Technician**

Job Code: **6540**

Pay Grade: **110**

FSLA: **NE**

Location: **UHCL**

Retirement Program: **TRS**

QUALIFICATIONS

	REQUIRED	PREFERRED
Education	High school diploma or equivalent with additional formal technical training in the electrical field, i.e. trade school, college or continuing education courses equivalent to six semester credit hours.	
Experience	Two years in the electrical field.	Additional experience in the electrical field.
License/Certification	Electrician Apprentice License.	

This position may be security sensitive requiring a background check of the final candidate.

POSITION SUMMARY

Assists electrician in the installation and repair of electrical wiring, fixtures and equipment. Assists in performing PM's, running circuits and troubleshooting equipment. Assists in lifting, positioning, fastening objects such as wiring, conduit and motors. Maintains tools and equipment and keeps supplies, parts and shop clean and orderly. Other duties as assigned.

Duties and responsibilities	% Time
Under the supervision of a Journeyman electrician, perform PM's run conduit, pull wire, and trace circuits.	20
Measures, cuts and bends wire and conduit, using ruler and hand tools. Prepares areas for installation.	15
Performs minor electrical repairs, such as resetting breakers, replacing ballasts, switches, lamps and other equipment.	15
Assists in lifting, positioning and fastening objects, such as wiring, conduit and motors. May be assigned to serve on special task force during periods of emergency, such as floods, hurricanes, storms, etc.	15
Maintains tools and equipment and keeps supplies and parts and shop in order.	15
Assists in troubleshooting of various types of electrical devices.	10
Other duties as assigned.	10

This position description describes the general qualifications, duties and responsibilities of work being performed.