



Gaston County Schools

Maintenance Mechanic – Electrician

Definition

The employee will perform skilled work in the repair, maintenance, and installation of primary and secondary electrical systems, devices, equipment, fixtures, and Food Service equipment. Blue prints may accompany large installation jobs; however, the employee is expected to plan, layout, draw complementary sketches, and carry out work to its completion. The employee will also be responsible for evaluation of existing systems and equipment and assist in predictive and preventive maintenance. Work is performed independently under the supervision of the Electrical Foreman.

Distinguishing Features of the Class

The employee will perform skilled, journeyman level work with substantial variety in the repair, maintenance, and installation of primary and secondary electrical systems, equipment, fixtures, and commercial food service equipment. Work assignments result from discussions or written instructions from a foreman and are in terms of objectives to be accomplished. Work requires interpretation of prepared sketches, diagrams, schematics, and blueprints. Work assignments are performed in accordance with NEC accepted local practices. The employee resolves most problems independently, except for work of an unusual nature, in which a Foreman may be consulted. Errors in work could cause serious consequences, such as loss of human life and facilities. Employee is primarily responsible for the upkeep of a particular region adhering to the structure of a weekly schedule

Duties and Responsibilities

- Installs, maintains, alters, and repairs wiring, electrical devices, machinery, and equipment.
- Troubleshoots and performs sophisticated electrical installations.
- Measures, cuts, threads, bends, assembles, and installs conduit.
- Draws wire through conduit and completes necessary splicing, soldering, and application of friction tape.
- Repair electric lighting and power systems.
- Inspects electrical to include work completed by contractors.
- Replaces damaged or broken wires and cables.
- Must be proficient in the use of all industry hand tools, power tools, and electronic test equipment.
- Maintains and completes all work order requests.
- Tests faulty electrical systems and equipment and apply knowledge to diagnose cause of malfunction.
- Aligns, adjusts, and calibrates equipment according to specifications.
- Maintains records of repairs, calibrations, and tests.
- Maintains an inventory of electrical replacement parts.
- Recommends purchase of additional shop equipment or replacement of equipment.
- Provides support to other trades and work groups as needed in the operation of Gaston County Schools.
- Other duties as assigned.

Knowledge, Skills and Abilities

- Knowledge of the National Electric Code, NFPA 70E and Lock out/Tag out safe work practices.



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- Considerable knowledge of the standard practices, material, and processes of the electrical trade and codes.
- Considerable knowledge of the design, installation, and maintenance of electrical instruments, apparatus, and equipment for commercial property.
- Ability to estimate time and material necessary to complete assigned tasks
- Ability to carry out actual journeyman level work assignments as required to accomplish department goals.
- Considerable knowledge of the practices, methods, material, and equipment used in the repair, maintenance, and installation of commercial kitchen equipment such as dishwashers, steamers, deep fryers, etc.
- Knowledge of the occupational hazards and related safety precautions of the work and applications of all personal protective equipment.
- Skilled in the use and care of tools and equipment necessary for electrical work.
- Ability to understand and work from blueprints, schematics, sketches or penciled drawings, manuals, and manufacturer's specifications.
- Ability to communicate effectively to establish and maintain positive working relationships with others.
- Ability to understand and follow oral or written directions.

Physical Requirements

- Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, lifting, grasping, talking, hearing, and repetitive motions.
- Must be able to perform very heavy work exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to lift objects.
- Must possess the visual acuity to operate required equipment and motor vehicles, use measuring devices, and inspect work for accuracy, thoroughness, and adherent to work standards and instructions.
- Completes some work on site necessitating being physically able to work off ladders, lifts, work in crawl spaces, above ceilings and on roofs, etc. under prevailing environmental conditions.

Minimum Education and Experience

- High School Graduate or GED preferred.
- Minimum of 2 years Additional technical/specialized training in electrical.
- Minimum Three (3) to Five (5) Years Electrical Repair Experience.
- NC Electrician License or State issued School Maintenance Electrician Certification for Gaston County Schools.

Special Requirements

- Employee must possess or be able to obtain and maintain an appropriate driver's license recognized by North Carolina for the weight and type of vehicles operated as required by the Department of Motor Vehicles.



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- Some occasional over time and weekend work may be required, depending on workload or work requests.
- Provides support to other trades and work groups as needed in the operation of Gaston County Schools.
- Some occasional emergency response work may be required.

Certification/Licensure Compensation – not to exceed twelve percent (12%)

This position may be eligible for up to a 12% increase:

Electrical License (Limited)	8% increase
Electrical License (Intermediate)	10% increase
Electrical License (Unlimited)	12% increase

This Position Reports Directly To: Director, Facilities Services

Classification: Non-exempt

Salary: Grade 63, Step 00 (Entry Level)

Disclaimer

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform this job.

If offered a position, prospective employee must pass a required health exam, criminal records check, and drug test.

HOW TO APPLY: Outside Applicants:

Visit Gaston County Schools' website at www.gaston.k12.nc.us

- Select "Jobs"
- Select "Careers/Job Opportunities"
- Select "Start an application for employment"
- Complete online application

The following documents must be uploaded to online application:

- Updated résumé
- Three completed current Classified Reference Surveys (from non Gaston County Schools employees and not from family members) in AppliTrack application or three written current, dated letters of recommendation or a combination of the two



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- Copy of certifications/licenses
- Verification of highest level of education

Qualified inside and outside applicants should mail or email letter of interest and résumé to:

Harry Irby
Director of Facilities
PO Box 1397
Gastonia NC 28053
Email: hmirby@gaston.k12.nc.us