

FNSBSD JOB DESCRIPTION	
Job Title: Electrician Technician	
Supervisor: Maintenance Foreman and Assistant Director of Facilities Management	Classification: Classified (ESSA)
Days/Months: 12 months	Grade: 13

Job Summary

The Electrical Technician is responsible for maintaining, installing, troubleshooting, and repairing electrical systems and equipment to ensure safe and efficient operations. This role supports production by minimizing downtime and ensuring all electrical components meet safety and performance standards.

Essential Job Functions

Maintenance & Repair

- Perform preventive and corrective maintenance on electrical systems, machinery, and equipment.
- Diagnose and repair electrical faults in motors, VFD's, control panels, PLCs, lighting systems, and power distribution equipment.
- Inspect electrical components, such as transformers, circuit breakers, and wiring, to identify hazards, defects, or the need for adjustment or repair.

Troubleshooting & Technical Support

- Use testing devices such as multimeters, oscilloscopes, and thermal cameras to identify issues.
- Troubleshoot electrical problems using schematics, blueprints, and technical manuals.
- Provide technical support during equipment breakdowns to minimize production downtime.

Installation

- Install new electrical systems, panels, wiring, conduits, and equipment as needed.
- Update and modify existing electrical systems to meet operational requirements or safety upgrades.

Safety & Compliance

- Ensure all work complies with electrical codes, safety regulations, and company standards.
- Follow lockout/tagout (LOTO) and other safety procedures during maintenance activities.
- Maintain clean, organized, and safe working areas.

Documentation

- Maintain accurate records of maintenance activities, repairs, inspections, and equipment performance.
- Update wiring diagrams, schematics, and asset documentation when changes occur.

Non-Essential Job Functions

Performs other job-related duties as assigned.

Equipment Used

Hand and power tools, test equipment, laptop, and desktop computers associated with a skilled trade at a journeyman level.

Independent Decisions

Technicians must exercise good judgment with little or no supervision in the field, and bring problems requiring the involvement of the supervisor to their attention.

Primary Working Contacts

Frequent contact with other departments and staff to clarify work order requests and investigate emergency problems; Technicians will have occasional contact with other government agencies, civilian and military fire department personnel, parts vendors, and code enforcement officials.

Responsibility for Cash, Equipment, Safety

Technician is responsible for the safe use and care of District tools, equipment, vehicles. Follow all safe work practices. Occasionally responsible for small amounts of cash and for high value District property.

Supervision Received and Exercised

Receives instruction from supervisors orally and/or by written work order. Technicians work with limited supervision.

Unusual Working Conditions

Extreme temperatures and humidity are encountered frequently in mechanical rooms, electrical rooms, pipe chases, ceiling spaces, etc., during travel to work sites and in the completion of outdoor assignments during cold weather. Work from ladders, man lifts, in tight spaces, in ceiling spaces, and with heavy equipment is required. Some trade areas within this job description may require the use of a respirator. Such trade areas may require sufficient pulmonary and respiratory health to use a respirator and may preclude full beards or other obstructions preventing a positive facial fit for half-face or full-face respirators.

Evaluation

Annual written evaluation.

Physical and Mental Demands

The physical demands of this position require frequent standing, walking, sitting, speaking, and hearing. Requires visual acuity to operate equipment and read technical and safety information. The employee is regularly required to reach with his/her hands and arms and occasionally lift items weighing up to 70 lbs. at least waist high. Must be able to use carts, ladders, dollies, and stools to assist in moving or shelving items. Must have physical fitness, strength, agility, and stamina to work on ladders, scaffolding, and roofs; be able to be on their feet for prolonged periods, and to do light to medium manual tasks such as digging, snow shoveling, and furniture moving in a safe manner. Must have dexterity of hands and fingers to operate tools and equipment. Repetitive motions with wrists, hands, and fingers may also be required. Additionally, the employee must be able to communicate by oral and written means in an appropriate business manner and have cognitive skills to understand instructions, readily recall facts and details, handle conflict, and make effective decisions under pressure.

The Fairbanks North Star Borough School District is committed to providing reasonable accommodations, according to the applicable state and federal laws, to all individuals with qualified physical or mental disabilities.

Job Qualifications

The following are required:

1. High school diploma or GED.
2. Completion of a vocational/technical training program or recognized apprenticeship in electrical work.
3. Valid Alaska State Electrical License (CEUs paid by the District).
4. Four (4) years of journeyman-level experience in electrical work, or equivalent experience demonstrating journeyman-level ability.
5. Strong oral and written communication skills in English.
6. Knowledge of current electrical trade techniques; applicable building and fire codes; basic math and algebra; and computer programs used in the trade.
7. Ability to read, interpret, and apply information from blueprints, specifications, and O&M manuals to field electrical work.
8. Ability to plan, lay out, and complete complex assignments; make sound decisions; follow safe work practices; and work in adverse environmental conditions.
9. Ability to operate a wide range of hand tools, power tools, and diagnostic equipment.
10. Ability to perform heavy lifting (70 lbs. minimum).
11. Valid State of Alaska driver's license and eligibility for access to military bases.

The following is preferred:

1. General working knowledge of other building trades to assist outside the electrical field when needed.

Additional Job Information

Fairbanks North Star Borough School District employees must possess the ability to read and write in English. This includes the ability to communicate in English with school staff, coworkers, and the public. Employees must also have the ability to comprehend and carry out oral and written directions and understand and follow English instructions and written documents.

The Fairbanks North Star Borough School District is an Equal Opportunity Employer.