

ELECTRICIAN (ESTIMATOR/JOURNEYMAN)

High West Wiring, Inc.

1 POSITION SUMMARY:

Inspect, install, remove, and repair electrical and electro-mechanical equipment in a safe, logical, and efficient manner complying with all electrical codes and safety regulations. Estimate the cost of a job and prepare bid proposal.

2 ESSENTIAL DUTIES AND TASKS:

- a) Exudes our core values: Friendly, Innovative, Integrity and Hardworking.
- b) Communicates our mission, goals and strategies.
- c) Exhibits excellent customer service both externally with members and internally with co-workers (cooperation, timely paperwork, etc.)
- d) Must be able to drive automotive equipment and maintain a current driver's license applicable to class of vehicle to be driven and must have a thorough knowledge of applicable traffic laws and rules governing safe driving practices. Must operate and maintain vehicle(s) in a safe and efficient manner, practicing good housekeeping with said vehicle(s) and associated equipment as assigned.
- e) Electricians are required to do a wide range of jobs on numerous electrical and electro-mechanical pieces of equipment, including, but not limited to, low and medium voltage motorized breakers, motors up to 6,000 horsepower, load centers, switch gear, electrostatic precipitator controllers, soot blower systems, fire protection systems, communications systems, grounding systems, lighting systems, heating systems, elevators, and generator excitation equipment. With respect to the systems and equipment listed above, the following duties are performed:
 - (1) Using test equipment, control schematics, and other tools to examine the equipment and systems for root cause of defects and operation outside design parameters or to compare actual system design to engineering drawings and other schematics.
 - (2) Dismantling, troubleshooting, and reassembling equipment and systems to examine parts that cannot be examined when the equipment is intact.
 - (3) Identifying root cause of defects and failures and recommending repairs or other measures to eliminate the defect or failure.
 - (4) Maintaining clearance orders as appropriate.
- f) Inspection of the equipment and systems, including, but not limited to, the following duties:
 - (1) Using test equipment, control schematics, and other tools to examine the equipment and systems for root cause of defects and operation outside design parameters or to compare actual system design to engineering drawings and other schematics.
 - (2) Dismantling, troubleshooting, and reassembling equipment and systems to examine parts that cannot be examined when the equipment is intact.
 - (3) Identifying root cause of defects and failures and recommending repairs or other measures to eliminate the defect or failure.
 - (4) Maintaining clearance orders as appropriate.
- g) Prepare bids for customers.
 - (1) Meet with customer at the job site to review scope of work.

- (2) Take all necessary photos.
- (3) Prepare estimate and proposal.
- h) Miscellaneous duties include, but are not limited to:
 - (1) Contributing to overall plant safety by adhering to safety standards
 - (2) Assisting in the instruction and on-the-job training of apprentices and trainees as assigned
 - (3) Keeping personal work areas clean and free of safety hazards
- i) Perform other duties as assigned

3 WORKING/ENVIRONMENTAL CONDITIONS:

Work is performed indoors and outdoors. Work performed outdoors, weather may be extreme, exposes employee to a noisy environment and risk of electrical. Operation of a cooperative vehicle is required and must maintain a valid driver's license.

4 PHYSICAL REQUIREMENTS (IF ANY):

Intermittent standing, stooping, bending and walking. Lifting objects up to 50 pounds may be required. Reasonable accommodations may be made to those who are able to perform the essential duties of the job.

5 QUALIFICATIONS:

- a) High school diploma or GED required.
- b) Active Journeyman Electrician license.
- c) The work is highly technical and analytical in nature. It requires excellent eye/hand coordination and the ability to work with small components and delicate instruments. The work requires extensive walking, climbing, crawling, bending, and working in awkward positions. The work also requires the application of independent reasoned judgments, mechanical aptitude, and abstract reasoning pertaining to the identification, analysis, evaluation, and disposition of the job duties listed above. In addition, the employee may be required to work in high or confined places and may be exposed to extremes of temperature, noise, dust, and fumes. The hours of work are generally daylight hours from Monday to Friday, but will include overtime at any time of the day or week. The employee must be able to adapt to revised schedules and long hours of work, manage changes in methods and priorities of work, and deal with disputes professionally.
- d) Guidelines consist of supervisory directions, written procedures, diagrams, drawings, and independent judgment.

- e) The incumbent must be able to pass any required drug test and new hire physical examination. The incumbent must be able to maintain the confidentiality of any information s/he encounters.

6 REPORTS TO:

The High West Wiring Manager

7 DIRECT REPORTS:

Apprentice Lineman

This job description is not intended to be all-inclusive. An employee will also perform other reasonably related business duties as assigned by immediate supervisor and other management as required.

Updated 03/12/2018

We are an Equal Opportunity Employer, Females/Minority/Veterans/Disabled/Sexual Orientation/Gender Identity.