

**RANGE N04**

**JTC NO. P76  
FLSA EXEMPT N**

**DALLAS COUNTY COMMUNITY COLLEGE DISTRICT  
JOB DESCRIPTION**

**JOB TITLE:** Journeyman Electrician  
**DATE PREPARED:** Fall 2007  
**DATE REVISED:** Spring 2009; Summer 2012; Summer 2014; Spring 2015;  
Fall 2016

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**GENERAL SUMMARY:**

Performs advanced level electrical tasks involving the maintenance of electrical systems and a variety of electrical equipment and fixtures, which also includes replacement and installation of new systems and alterations of existing electrical facilities.

**PRINCIPAL DUTIES AND RESPONSIBILITIES:**

Repairs and replaces defective parts in motors, motor starters, relays, alarms electrical circuits, equipment and appliances.

Installs electrical circuits, lighting, distribution panels, feeder cables, rough-ins and trim outs, etc.

Monitors computerized ECM (Energy Conservation Measures) and UPS (Uninterrupted Power Supply) systems. Prepares technical reports derived from such systems.

Installs and repairs wiring, lighting systems, power appliances, motion sensors, dimmer controls, circuits, refrigerated equipment, electrical devices, machinery and equipment.

Repairs and replaces electrical fixtures, switches and outlets.

Works from electrical blue prints, technical manuals and tests equipment to troubleshoot and make repairs.

Uses hand tools and testing instruments such as multi meters, voltage measurers, AMPS, and/or light meters.

Maintains inventory of electrical supplies and may prepare requisitions.

Estimates time and material costs on electrical projects.

Provides guidance to Apprentice Electricians in their daily work.

Assists others in trade areas when necessary.

Follows all safety policies and procedures; report any safety hazards.

Responds to routine and emergency calls for repair and service.

**Journeyman Electrician**  
**Page Two**

**PRINCIPAL DUTIES AND RESPONSIBILITIES: - continued**

Performs related duties as assigned.

**REPORTING RELATIONSHIP:**

Varies to meet organizational needs.

**PHYSICAL EFFORT REQUIRED:**

Work may involve moving or lifting of light to moderately heavy materials or equipment requiring physical strength and agility to withstand the strain of manual work.

**MINIMUM EDUCATIONAL/SKILL REQUIREMENTS:**

- Graduation from high school or G.E.D. plus four years' experience in the electrical field and a journeyman's license.
- Must be able to read, write, and distinguish colors and work from elevated heights (ladders, scaffolding, etc.).
- Knowledge of electrical safety practices.
- Ability to use electrical hand/power drills, saws, conduit benders, voltmeters, etc.
- Ability to read blueprints, schematics, and plans and work with electricity.
- Ability to utilize computer technology in order to operate and manage computer based electrical systems.
- Ability to communicate effectively and courteously with individuals from diverse backgrounds.
- Must possess a valid driver's license and maintain a valid State of Texas Journeyman Electrician license to meet requirements of both state and local city codes.
- Strong knowledge and experience providing effective customer service.
- Proof of certification required.
- \*\*\* Will be subject to a criminal background check. Some positions may be subject to a fingerprint check. \*\*\*