

NEW CASTLE COUNTY GOVERNMENT

Number 0730

CLASS SPECIFICATION

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Date 06/15/12

Title: ELECTRICIAN APPRENTICE

Approved:

Valencia L. Seitz

GENERAL STATEMENT OF DUTIES: Performs a variety of unskilled and semi-skilled Electrical tasks relating to the repair and installation of electrical or electronic equipment and systems; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class assists skilled Electricians and participates in on-the-job and classroom training. This employee performs work as a trainee/apprentice in the installation, maintenance, and repair of wiring systems and other electrical fixtures and electric or electronic equipment. As experience and training are gained, more responsible assignments are given, some of which are performed independently. Once fully trained, an employee in this class is expected to be capable of performing journeyman level work in the Electrical trade. An employee in this class works under the close supervision of a journeyman level Electrician.

EXAMPLES OF WORK: (Illustrative only)

- Assists skilled Electricians by supplying materials, equipment, and tools as needed;
- Performs less difficult or routine installations and repairs of motors and generators, replaces brushes, bearings, and makes connections and terminations;
- Participates in on-the-job and classroom training in the occupational hazards and safety precautions of the Electrician's trade;
- Participates in on-the-job and classroom training in the practices, methods, tools, materials and equipment of the Electrician's trade;
- Participates in on-the-job and classroom training in Electrical theory and terminology;
- Reads and draws simple electrical sketches;
- Performs physical inventory of materials;
- Observes, compares, or monitors data to determine compliance with prescribed operating or safety standards;
- Operates calibrated instruments to measure electrical current and voltages;
- Draws, interprets and read graphic instructions such as blueprints, schematic drawings, layouts, or other visual aids;
- Installs overhead wires and cables and underground conduit and wire;
- Installs and replaces light bulbs, switches and various lighting controls;
- Operates power driven machinery (such as roto-hammers, bandsaws, drill presses, or welders);

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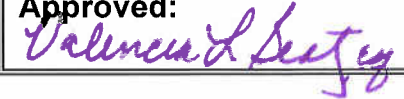
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- Uses common hand tools, such as hammers, saws, screwdrivers, or similar tools;
- Promotes an ongoing attitude of dedication to excellent public service and ensures that external and internal customers are provided with the highest quality of service;
- Operates a personal computer and other related equipment in the course of the work.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Ability to meet all requirements of the State of Delaware Electrical Apprenticeship program. Good math aptitude; ability to work safely; ability to lift heavy objects (50 pounds or more) long distances (more than 20 feet); ability to make continuous or repetitive movements; ability to bend or stoop; ability to work in small areas; ability to work at heights greater than ten feet (for example, working in a bucket truck or on a ladder); willingness to perform heavy manual and sometimes routine work for an extended period under varying weather conditions; ability to work cooperatively with others; ability to understand and follow written and oral instructions.

MINIMUM QUALIFICATIONS: This is an entry level classification which requires no prior experience or special training. Must be at least eighteen (18) years of age; possession of high school diploma or GED is required to participate in the Electrical Apprenticeship program.

ADDITIONAL REQUIREMENTS: Continuing employment depends upon satisfactory progress and completion of a prescribed four year apprenticeship training program, during which the progress of each apprentice is periodically evaluated. Employment may be terminated if an apprentice does not progress satisfactorily in either the classroom training or performance on the job. Possession of a valid Delaware Class D driver's license or its equivalent is required. Must obtain a Commercial Driver's License Class A (CDL-A) during the probationary period where the duties of the position include driving a Class A vehicle. Must pass a Class II County physical examination and background check; must perceive the full range of the color spectrum (example: working with electrical wires).