



Umpqua Indian Utility Cooperative

Position Description

Position Title: Supervising Electrician

Department: Utility Cooperative

Reports To: UIUC General Manager

FLSA Designation: Non-exempt

POSITION PURPOSE:

Position is responsible for the installation, modification, maintenance and repairs of electrical appliances, systems, facilities and related electronic controls of varying design or complexity for UIUC and all UIDC businesses. Additionally, will direct, supervise, perform, or control the making of any electrical installation.

ESSENTIAL FUNCTIONS:

- Rough and finish wiring of buildings, well houses, sewage lift stations, water treatment facilities, and control systems. Coordinates or prepares shipment of materials and supplies for electrical construction to the job sites.
- Installs system components and wiring in compliance with the NEC, NESC, NFPA and the UFC. Installs, troubleshoots, repairs and maintains electrical control circuits for motors and control devices for various electrical devices.
- Proposes changes or modifications to plans to enhance operation and efficiency of systems plans and specifications for sanitation facilities.
- Trouble shoots electrical problems and performs electrical maintenance for all electrical equipment and devices.
- Upgrades electrical equipment and devices when needed.
- Performs general wiring, replaces switches, receptacles, breakers, etc.
- Installs new wiring or circuits for additional equipment: copiers, alarms, fans, lights, etc.
- Performs load calculation on new and old installations.
- Calculates voltage drop, load, wire size necessary for upgrades and new installations.
- Performs preventive maintenance on electrical equipment and eliminates severe problems that could be the cause of major down time.
- Informs UIUC Field Manager of parts, equipment and other supplies that are necessary to do job.
- Oversees Electrical Apprenticeship program as required by federal and state regulations.
- Performs other duties as assigned.

QUALIFICATIONS:

- Must have valid and current Oregon General Supervising Electrician License.
- High school, GED and specialized vocational training in electricity.
- Minimum 4 years of experience of experience in the building maintenance, construction or related repair field. Experience may be substituted for educational requirements with Facilities Management approval, in the following fields: carpentry, HVAC, electrical, plumbing, appliance or equipment repair.
- Must have knowledge of the National Electric Code and local electric codes.
- Communication Skills (oral, written, or business). Basic communication skills to exchange information give/receive simple instructions and respond to inquiries.
- Includes filling out forms.
- Mathematical Skills: Performs routine computations requiring knowledge of addition, subtraction, multiplication and division using whole numbers, fractions, decimals and/or percentages.
- Reading and Interpreting: Reads and interprets complex written or printed materials such as schematics, blueprints, building plans, charts, diagrams, maps or instruction material.
- Tools and Equipment Usage (other than keyboards, or office machines): Uses tools or equipment.
- Valid and current Oregon Driver's License with the ability to qualify for the UIUC's Drivers Program.