

Hardee County, FL

JOB DESCRIPTION



To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

Electrician/AC

Department: Facilities

Pay Grade: 111 (\$44,771.19 - \$68,946.76)

JOB SUMMARY

The Electrician/AC performs skilled work in the performance of installation, alteration, preventive and corrective maintenance on electrical, air conditioning and refrigeration. Work is performed under the general supervision of the Director of Facilities.

ESSENTIAL JOB FUNCTIONS

- Installs and repairs all air conditioning and refrigeration equipment that is not under a maintenance contract.
- Services and maintains all air conditioning and refrigeration equipment.
- Installs, alters, maintains and repairs transformers, ballasts, motors, controls, service entrances, wiring systems, switch panels, exterior and interior lights and other electrical devices, fixtures, appliances and equipment.
- Reads and follows work orders and keeps time logs.
- Analyzes maintenance/mechanical problem and reaches a decision independently to repair or replace the inoperative components.
- Installs and reclaims Freon when servicing air conditioners and refrigeration units.
- Assists contractors and other tradesman on new construction and remodeling projects.
- Acquires suitable parts to conduct repairs and keeps the service truck stocked.
- Records property numbers and fills out and return warranty cards to the Director of Facilities.
- Performs job in a manner that ensures the safety of the general public and all County employees.
- Uses all tools and specialized equipment that is necessary to complete assigned jobs.
- Explains learned procedures to peers.
- Assists other crews as needed.
- Uses positive effective interpersonal skills on the job.
- Performs other related job duties as assigned.

QUALIFICATIONS

Education and Experience:

Requires a High School Diploma or equivalent; and five (5) years of experience in the field of electricity, and air conditioning; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

Special Qualifications:

None.

Licenses, Certifications, or Registrations:

- Possession of or ability to readily obtain a valid CDL Class B driver's license issued by the State of Florida for the type of vehicle or equipment operated.
- Possession of an EPA Registration Card preferred.
- Possession of or ability to readily obtain a certificate to verify completion of training in electricity, air conditioning or refrigeration, preferred.

Knowledge, Skills and Abilities:

- Knowledge to work from and understand blueprints and diagrams.
- Knowledge to independently determine methods and procedures to repair or replace non-working items.
- Ability to locate and correct electrical, air conditioning and refrigeration.
- Ability to prescribe and use any tools of the before mentioned trades taking the appropriate occupational precautionary measures considering the hazards of the trades.
- Ability to follow written and oral communications.

PHYSICAL DEMANDS

The work is medium work which requires exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Additionally, the following physical abilities are required: balancing, climbing, crawling, crouching, feeling, grasping, handling, hearing, kneeling, lifting, pushing, reaching, repetitive motion, speaking, standing, stooping, talking, and walking. Mental acuity is required for making rational decisions through sound logic and deductive processes. Visual ability is required to operate heavy equipment and perform activities specific to the job, such as viewing a computer terminal, observation of facilities or structures, and/or inspection involving small parts or operations of machines.

WORK ENVIRONMENT

Work is primarily performed in an office setting with a temperature-controlled environment, and occasionally outdoors in hot/cold or inclement weather. The employee is exposed to heat, cold, humidity, noisy conditions, fumes, gases, grease, oils, electrical energy, slippery and uneven surfaces, heights, vibrations, poor lighting, poor ventilation.

Hardee County has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Equal Opportunity Employer

Hardee County provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

All Applications with Resume are accepted in the Human Resources Department located at 205 Hanchey Road, Wauchula, FL 33873 or via email:

humanresources@hardeecounty.net

Position is open till filled