

## SAN DIEGO CITY SCHOOLS

### POSITION DESCRIPTION

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<b>TITLE:</b>	Equipment Repair Technician I (Electrical)	<b>REPORTS TO:</b>	Assigned Supervisor
<b>DEPARTMENT:</b>	Facilities Management	<b>CLASSIFICATION:</b>	Classified
<b>FLSA:</b>	Non-Exempt	<b>SALARY GRADE:</b>	043 OSS
<b>REVISED:</b>	September 3, 2002		

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#### **BASIC FUNCTION:**

Perform skilled service and repair work on a variety of electrical equipment machinery, and building mechanical systems.

**REPRESENTATIVE DUTIES:** (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

#### **E = Essential Functions**

Install, maintain, inspect, diagnose, and repair a variety of machinery in permanent building systems including air conditioning equipment, electric controllers, relays, belts, and blowers. **E**

Service and repair electrical equipment and mechanical equipment that are a part of the school building heating and/or cooling systems. **E**

Replace worn parts. **E**

Estimate time and material costs and keep service records. **E**

Drive a truck. **E**

May direct the work of helpers.

Perform related duties as assigned.

#### **MINIMUM QUALIFICATIONS:**

##### **EDUCATION AND EXPERIENCE:**

Any combination of training, experience, and/or education equivalent to three years of diversified electrical equipment repair involving a majority of the types of equipment and machinery listed above.

##### **LICENSES AND OTHER REQUIREMENTS:**

Possession of a valid California driver's license.

Possession of hand tools common to the trade.

Personality and character suitable for working in schools.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Materials, tools, and methods used in the inspection, repair, replacement, and installation of a wide variety of electrical equipment.

Reading and writing English communication skills.

**ABILITY TO:**

Estimate labor and material costs.

Communicate effectively and maintain cooperative relationships.

Plan and organize work.

Meet schedules and time lines.

Maintain records.

Work independently with little direction.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

Indoor and outdoor environments.

**PHYSICAL REQUIREMENTS:**

Strength and energy sufficient to maintain a rigorous work schedule involving driving and/or continuous heavy physical exertion; hearing and speaking to exchange information in person and on the telephone; seeing to read, prepare, and perform assigned duties; standing for extended periods of time; dexterity of hands and fingers to perform assigned duties; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to perform assigned duties; lifting heavy objects.

**DISTINGUISHING CHARACTERISTICS:**

This class differs from the next higher class of Equipment Repair Technician II in that this class services and repairs a more limited variety of equipment and machinery, usually under moderate supervision.

Revised 3.29.04—PeopleSoft

Job Code 8093

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