



**Position Recruitment Notification  
For Internal & External Candidates**

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**Job Classification:** Electrician

**Department/Division:** Public Works  
**Employment Status:** Full-time  
**Hourly Salary:** \$36.0047/hr.  
**FLSA:** Non-Exempt  
**Union:** IBEW Local Union No. 9  
**Employment Commission:** N/A

**Deadline for Application:** February 16, 2018

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**POSITION SUMMARY:**

This is a single class position under the direction of the Streets Superintendent. This position will perform complex and skilled electrical work in the maintenance, repair installation and inspection of street lighting and traffic signal systems and components; to install and modify traffic signals; and to perform a variety of tasks related to electrical work. Employees in this class are subject to 24 hour call outs. Must have a valid CDL driver's license or ability to obtain within six months of hire to travel from site to site; some exposure to dust and noise; some heavy lifting, standing, climbing and may work at heights and may work outdoors in inclement weather conditions.

**INSTRUCTIONS TO APPLICANTS:**

Applicants can visit our website at <http://www.oak-park.us/jobs>. Submit applications and resumes by mail to: Human Resources, Village of Oak Park, 123 Madison Street, Oak Park, IL 60302; by email to: [HR@oak-park.us](mailto:HR@oak-park.us) ; or by fax to: 708-358-5107. The Village of Oak Park offers a highly competitive benefit package that includes a retirement plan, deferred compensation program, social security, health & life insurance, vacation, sick leave & other benefits.

**A COPY OF THE POSITION DESCRIPTION IS ATTACHED**

The Village of Oak Park is an Equal Employment Opportunity Employer committed to a diverse workforce.



## **ELECTRICIAN**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

### **DEFINITION**

To perform complex and skilled electrical work in the maintenance, repair, installation and inspection of street lighting and traffic signal systems and components; to install and modify traffic signals; and to perform a variety of tasks related to electrical work. Employees in this class are subject to 24 hour call outs

### **SUPERVISION RECEIVED AND EXERCISED**

Receives direction from the Street Division Superintendent and/or Street Division Supervisor.

**EXAMPLES OF DUTIES** - *Essential and other important duties and responsibilities may include, but are not limited to, the following:*

#### **Essential duties and responsibilities**

1. Perform a variety of tasks involved in maintaining, repairing installing and inspecting traffic signals and street lights including lamps and bulbs, signal and street light fixtures, controller cabinets and bases, conduits, junction boxes and related wiring and circuitry; ensure compliance with Village laws, codes and ordinances.
2. Operate a variety of circuit testing and related tools and equipment to perform skilled electrical repairs; operate hand and power tools including drills, electrical test equipment, conduit locator, wrenches, sockets, pliers and screwdrivers.
3. Troubleshoot and repair traffic signals and street lights; apply diagnostic tests to various components of traffic signals including electronic circuits, tubes, controllers, transformers and related equipment. Program traffic signal controllers.
4. Operate an aerial lift truck to install, maintain and repair traffic signals.
5. Locate street light, signal and traffic signal underground wiring; read and interpret blueprints, drawings and maps.
6. Estimate and maintain records on material and equipment used; review with supervisor.
7. Utilize proper safety work policies related to all work performed, including Personal Protective Equipment (PPE); direct and control traffic around work sites utilizing proper work zone traffic control per IDOT standards.

#### **Other important duties and responsibilities**

1. Ensure that vehicle is serviced regularly; perform minor repairs and maintenance necessary.
2. Ability to perform snow removal and ice control duties as required.
3. Perform related duties and responsibilities as required.



## **ELECTRICIAN**

### **QUALIFICATIONS**

#### **Knowledge of:**

Electronic systems including solid state component systems, digital electronics and integrated circuits.

Programming of traffic signal controllers and signal systems.

Operational characteristics of mechanical and hydraulic equipment used in the installation and repair of electronic equipment and systems.

Electronic systems repair and preventative maintenance techniques and procedures.

Tools, material and equipment used in the maintenance and repair of electronic systems.

Pertinent Federal, state and local laws, codes and ordinances.

#### **Ability to:**

Operate a variety of electronic equipment in a safe manner.

Operate vehicular and mechanical equipment.

Use and operate hand tools, mechanical equipment and power tools.

Read and interpret electronic schematics, diagrams, drawings and plans.

Troubleshoot and solve electronic system defects.

Work on live circuits.

Work with computers using software for traffic signal systems.

Understand and follow oral and written instructions and sketches.

Work independently in the absence of supervision.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Maintain effective audio-visual discrimination and perception needed for:

- *Making observations*
- *Communicating with others*
- *Reading and writing*
- *Operating assigned equipment.*



## **ELECTRICIAN**

Maintain physical condition appropriate to the performance of assigned duties and responsibilities which may include the following:

- *Walking or standing for extended periods of time*
- *Operating assigned equipment.*

### **Experience and Training Guidelines**

**Experience:** Two years of experience repairing and maintaining electrical or electronic equipment. **AND**

**Training:** Equivalent to completion of the twelfth grade supplemented by specialized training in the electrical and electronic fields. **AND**

**License or Certificate:** Possession of a valid Illinois Class B commercial driver license (CDL) or ability to obtain within six months of hire

### **WORKING CONDITIONS**

Travel from site to site; some exposure to dust and noise; some heavy lifting, standing, climbing; may work at heights; work outdoors and in inclement weather conditions