



# Coast Mountains Board of Education School District 82

3211 Kenney Street, Terrace, BC V8G 3E9  
Tel. (250) 635-4931 or 1-855-635-4931 • www.cmsd.bc.ca

|            |                                 |
|------------|---------------------------------|
| Job Title  | <b>Electrician</b>              |
| Department | Maintenance                     |
| Location   | Terrace, Kitimat or Hazelton    |
| Reports to | Manager of Maintenance Services |

## GENERAL DESCRIPTION

Reporting to the Manager of Maintenance Services, the Electrician performs maintenance, repair, alteration and installation tasks including renovations and modifications on electrical and electronic systems. Performs minor elements of other trades. Required to work with a high degree of independence on assigned projects. Works cooperatively with other employees, students and the public. Plans and coordinates projects and makes decisions independently.

## TYPICAL DUTIES & RESPONSIBILITIES

- Inspects, constructs, installs, repairs and maintains electrical systems utilizing a variety of hand and power tools and materials.
- Plans projects and material requirements and develops layouts of new installations and alterations from drawings, sketches and/or specifications.
- Performs work in accordance with applicable statutes, regulations and codes.
- Reports on parts and supplies inventory levels. Orders supplies and equipment.
- Reports on work in progress and completed projects, including time and materials used.
- Coordinates, advises or assists other employees.
- Maintains tools, equipment and a clean, safe work environment. Reports unsafe conditions.
- Loads and unloads vehicles. Transports materials and equipment. Cleans, checks and confirms operational safety of vehicle.

## TYPICAL QUALIFICATIONS & SKILLS

- Grade 12
- Interprovincial Trade Certification as an electrician (includes in-class training and apprenticeship training)
- two years of related work experience at the journeyman level
- BC Class 5 driver's license
- Working knowledge of other trades systems such as capable of working on: mechanical, plumbing, heating & cooling systems as required.

|           |            |              |                             |
|-----------|------------|--------------|-----------------------------|
|           |            |              |                             |
| FOR CMSD: | Kiran Bath | <i>Title</i> | Director of Human Resources |
|           |            |              |                             |
| FOR CUPE: |            | <i>Title</i> | CUPE JEMC Representative    |