



City of Phoenix

Electrician Apprentice (Non-classified)

Job Code:	74100	Job Function:	Trades
Salary Plan:	004	Grade:	214
FLSA:	Nonexempt	Labor Assign:	Unit 2 AFSCME 2384
Benefit Cat:	002	EEO-4:	Service Maintenance
SOC:	47-2111	Last Revision:	June 2020

The listing of duties and responsibilities shall not be held to exclude other duties not specifically mentioned that are of similar kind or level of difficulty as the essential functions of the classification. They are intended to describe the general nature and level of work being performed by individuals assigned to positions in this classification.

DISTINGUISHING FEATURES OF THE CLASS:

The fundamental reason this classification exists is to perform a variety of unskilled and semi-skilled tasks while learning to maintain, repair and install electrical or electronic equipment and systems. This is a service/ maintenance class and is restricted to applicants who wish to pursue the Electrician's trade and demonstrate the ability to do so. Electrician Apprentices are assigned very routine functions at the commencement of their apprenticeship; as the program progresses and their knowledge of the trade increases and skills are developed, assignments become more difficult requiring employees to use progressively more judgment in the performance of work. Instructions, which are received both orally and in writing from the Electrical Maintenance Foreman, are quite detailed during the early stages of the apprenticeship but become progressively more general as experience is acquired.

SUPERVISION RECEIVED/GIVEN:

Supervision is received from an Electrical Maintenance Foreperson, or other supervisor.

ESSENTIAL FUNCTIONS:

- Assists a skilled Electrician by supplying materials, equipment, and tools at the scene of jobs.
- Participates in stringing overhead wires and cables and in installing underground conduit and wire;
- Participates as a trainee in the installation, maintenance, and repair of wiring systems and other electrical fixtures and electric or electronic equipment;

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Ability to:

- Learn the practices, methods, tools, materials, and equipment of the Electrician's trade.
- Learn to read and draw simple electrical sketches.
- Learn the occupational hazards of the Electrician's trade and necessary safety precautions.
- Learn electronic theory and terminology.
- Perform assigned tasks with a minimum of supervision.



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- Perform heavy manual labor requiring manual dexterity under varying weather conditions.
- Work cooperatively with others.
- Understand and follow written and oral instructions in the English language.
- Perceives the full range of the color spectrum (Example: working with electrical wires).
- Measures distance using a tape measure.
- Perform physical inventory of materials.
- Observes, compare, or monitor data to determine compliance with prescribed operating or safety standards.
- Use calibrated instruments to measure electrical current and voltages.
- Draw, interpret and read graphic instructions such as blueprints, schematic drawings, layouts, or other visual aids.
- Install, replace, or adjust light bulbs, belts, or similar objects.
- Comprehend and make inferences from written material.
- Make precise arm-hand positioning movements and maintains static arm-hand position (Example: operating an electric hand drill).
- Makes continuous or repetitive hand-wrist movements (Example: using a screw driver).
- Make skillful, controlled manipulations of small objects (Examples: assembles pegs, washers, collar units and inserts them into a small hole). • Bend or stoop repeatedly or continually over time.
- Lift arms above shoulder level (Example: working on ceiling wiring system).
- Work in small cramped areas.
- Climb or raise up to reach objects above eye level.
- Works at heights greater than ten feet (Example: working in a bucket truck or on a ladder).
- Operate power driven machinery such as roto-hammers, bandsaws, drill presses, or welders).
- Move heavy objects (50 pounds or more) long distances (more than 20 feet).
- Use common hand tools, such as hammers, saws, screwdrivers, or similar tools.
- Push or pull cart loaded with equipment.
- Work safely without presenting a direct threat to self or others

Additional Requirements:

- Continuing employment depends upon satisfactory progress and completion of an apprenticeship training program, during which the progress of each apprentice is periodically evaluated. Employment may be terminated if an apprentice does not progress satisfactorily in either apprenticeship training or performance on the job.
- Some positions will require the performance of other essential and marginal functions depending upon work location, assignment or shift.
- Some positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for City business will be prohibited if the employee is not authorized to drive a City vehicle or if the employee does not have personal insurance coverage.

ACCEPTABLE EXPERIENCE AND TRAINING:

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Ability to read and comprehend written material at a level appropriate for the class. Other combinations of experience and education that meet the minimum requirements may be substituted.