



POSITION AVAILABLE:

Electrician

POSTING DATE: Tuesday, July 5, 2022
DEADLINE TO APPLY: Open until filled
DEPARTMENT: Water Resources
LOCATION: 8116 Infirmary Road, Ravenna
SALARY: \$26.54/hr.
VACANCIES: 1 Position
FLSA STATUS: Classified, non-exempt

JOB OBJECTIVES:

Incumbent is responsible for performing skilled work in the repair, maintenance, and installation of water and wastewater treatment plant and pump station motors, controls, wiring, and metering devices. Incumbent is responsible for the operation, maintenance, repair, and replacement of a wide variety of equipment used in conjunction with the Collection System assisting Collection System Operators with their respective areas of responsibility and may be utilized to run collections system lift stations.

MINIMUM QUALIFICATIONS:

High School education or G.E.D. along with a minimum of five (5) years' experience in electrical systems installation and/or electric motor repair, preferably in the commercial/industrial field. Must have a valid Ohio driver's license and a State of Ohio Electrician's License, registered in Portage County. Work involves moderately complex, relatively standardized tasks, processes, and operations following established laws and procedures.

EXAMPLE OF DUTIES:

Install, repair, monitor, and maintain variety of electrical equipment, controls, and metering devices associated with water and wastewater treatment plants and pumping facilities. Perform or assist in the performance of the installation, operation, maintenance, repair, replacement and cleaning of a wide variety of equipment used in conjunction with the Collection System. Read from gauges, meters, and other devices and record data by means of electronic and hand-written data entry. Perform preventative maintenance on equipment and facilities. Perform precision work; diagnose problems and initiate corrective action on mechanical, electrical equipment, control equipment and systems. Provide maintenance on all water and wastewater equipment such as; meters, samplers, process equipment motors, etc. Provide start up and logic programming for all water and wastewater controls, systems and electronic equipment/devices. Prepare wiring diagrams and schematics for motor control centers and other electrical control systems. Review electrical plans and interact with Operations, Engineering Divisions, consultants, contractors, public electric utilities, other electrical designers and installers pertaining to all electrical and control designs, and installations for all water and wastewater treatment facilities. Responsible for submitting, obtaining and coordinating all electrical permits through Portage County Building Department and any other Governing Municipalities. Perform maintenance and repair facilities and grounds. Operate collection system equipment when required. Troubleshoot, draw conclusions and take necessary actions for the collection system including pump stations, gravity and pressure mains. This shall include motors, valves, meters, compressors, generators, drive units, level control devices, lifting devices, bearings and seals, and other equipment. Maintain a safe and clean working environment and abide by all health and safety procedures, rules and regulations adopted by the Water Resources. This includes performing daily safety and maintenance checks of equipment and vehicles. Operate a motor vehicle as needed to perform the essential functions. Operate motorized powered truck mounted crane and fork lift. Respond to and resolving customer inquiries and complaints.

HOW TO APPLY:

- **THE COUNTY APPLICATION FORM IS REQUIRED** WHEN APPLYING FOR THIS POSITION.
- APPLICATIONS CAN BE DOWNLOADED FROM THE COUNTY WEBSITE: <https://www.portagecounty-oh.gov/human-resources/pages/job-opportunities>
- APPLICATIONS CAN BE FAXED, EMAILED OR MAILED:

PORTAGE COUNTY HUMAN RESOURCES
449 S. MERIDIAN STREET, 7th Floor
RAVENNA, OHIO 44266
EMAIL: HRD@PORTAGECO.COM / FAX: 330-298-4504

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