

THE EASTERN IOWA AIRPORT POSITION PROFILE	JOB CODE #/TITLE: AM012 Airport Electrician
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	Revised: 05-26

POSITION DESCRIPTION	
Dept. ID/Description: EIA/ The Eastern Iowa Airport	Manager Level: Lead Worker
Salary Plan/Description: APM/Airport Maintenance Bargaining Unit	Salary Grade: CG
Reports To Position #/Job Code #/JC Title: 0599/AN006/Airport Maintenance Supervisor	Dotted-line Reports To Position #/Job Code #/JC Title:
FLSA Status: Non-Exempt	Overtime Status (Employee Type): Non-Exempt (Exception Hourly)
Physical Demand Rating: Heavy	Work Environment: Uncontrolled
Pre-employment Testing: Drug and health screening after contingent offer.	Position Testing: Physical Qualifications
Personal Protective Equipment: examples include but not limited to: Eye, Head, Hand, Foot, Reflective Vest, Hearing, Respirator, Protective Clothing	

General Statement of Duties

Performs labor and advanced technical maintenance and repair services to Airport equipment and facilities, including lead worker responsibilities, provides supervision in the absence of Airport Maintenance Supervisor.

Distinguishing Features of the Class

Works under supervision or independently and to exercise some discretion in selection of work method and schedule.

Examples of Essential Work (Illustrative Only)

May serve as lead worker to other airport employees capable of assisting in electrical work;
 Installs, repairs and maintains electrical distribution systems, motors, variable frequency drives, PLC's, and other electrical equipment throughout airport facilities and airfield;
 Performs maintenance and repair work to the airfield lighting system including runway and taxiway elevated and in-pavement lights, signs, wind cones, rotating beacon, underground cables, electrical manholes and junction boxes, regulators, circuit breaker panels, and switches;
 Performs preventive maintenance and repair to various systems including but not limited to baggage conveyor, boarding bridge, security, passenger information, revenue control, and fuel distribution systems; and lighting, emergency generators, gate operators, and airfield sensors;
 Performs airport maintenance and repair including, but not limited to; motorized equipment, snow removal using necessary equipment, and performs general and routine maintenance on equipment;
 Plans and obtains quotes for electrical work to be accomplished by contract. Observes the work by electrical contractors to ensure quality;
 Experience operating aerial lifts and comfortable working at heights;
 Performs locates and marks Airport-owned underground cables and utilities as requested;
 Troubleshoots difficult malfunctions of electrical and pneumatic control components of motor control circuits and high voltage switchgear;
 Reviews plans for new electrical installations and designs, develops or modifies blueprints to reflect new or modified electrical installations;
 Requisitions equipment and supplies as required;
 Respond, troubleshoot, and perform emergency repair services as needed;
 Advises management personnel with respect to electrical installations, and equipment and instrumentation malfunctions and maintenance needs;
 Maintains system and repair records;
 Properly utilizes safety equipment including personal protective, fall protection equipment, self-contained breathing apparatus, and gas detection equipment;

Performs all work duties and activities in accordance with Airport policies, procedures and safety practices;
Responsible for functions as listed in the Airport Emergency Plan, Airport Certification Manual, and Airport Security Plan;
Attends work regularly at the designated place and time;
Attends meetings, conferences and workshops as required;
Supports continuous process improvement initiatives;
All other related work as required.

Required Knowledge and Abilities

Firm knowledge of basic electricity theory, electrical safety, circuit design, functions of transformers and associated electrical equipment;
Knowledge of functions of specific electrical equipment components utilized in various facility processes and their operation and maintenance;
Knowledge of safe electrical working practices as required by NFPA 70E;
Knowledge of OSHA permit-required confined space entry protocol, respiratory protection standards, right-to-know laws, CPR, and First Aid;
Ability to communicate effectively to establish and maintain effective working relationships with other Airport employees, supervisory personnel, contractors, and the public;
Ability to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
Ingenuity and inventiveness in the performance of assigned tasks.
Ability to read and interpret electrical schematics and facility drawings;
Ability to plan, coordinate, implement, and complete work activities;
Ability to operate a personal computer using program applications as appropriate to assigned duties and responsibilities;

Acceptable Experience and Training

Requires completion of a four-year electrical apprenticeship program covering construction, control, safety and high-voltage components and procedures; a minimum of two years' experience as a journeyman maintenance electrician; and
Documented additional journeyman-level job experience may be substituted for formal apprenticeship program; or
Any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work.

Required Special Qualifications

Valid Iowa Driver's License;
Pass and maintain security background check as required by Transportation Security Regulations;
Available for recall during non-duty hours for emergencies and other required duties.

Preferred Qualifications

AAAE Airport Certified Employee (ACE) – Airfield Lighting or Operations
Master electrician's license issued by the City of Cedar Rapids (based on municipal electrical code).

Essential Physical Abilities

Requires the following with or without reasonable accommodation:
Clarity of speech and hearing, which permits the employee to communicate effectively;
Sufficient vision, which permits the employee to operate equipment and tools;
Sufficient manual dexterity, which permits the employee to operate equipment and tools;
Sufficient personal mobility, which permits the employee to operate equipment.