



IVGID Job Announcement

IVGID is currently accepting applications for an **Electrician/Instrumentation Technician**. This is a full time, year round, hourly (non-exempt) position with the Public Works team.

Compensation: \$35.51 - \$42.62 per hour DOE.
(listed min. to mid. range)

Benefits: Medical, Dental, Vision, Prescription insurance
Short-Term/Long-Term Disability insurance
Deferred Comp (457b) and Pension (401a) Retirement Plans
Section 125 Flexible Spending Plans
Vacation & Sick Leave
Eleven paid holidays
Recreation & Food Discount privileges

How to Apply: Create a profile, submit online application (attach resume) at www.yourtahoeplace.com/jobs
In-person drop-off application (with resume) to the Human Resources at 893 Southwood Blvd, Incline Village, NV 89451. Regular Hours: M-TH, 8am – 5pm or FRI, 8am – 4pm (PST).
jobs@yourtahoeplace.com 775-832-1100

Deadline to Apply: Open Until Filled
We are an Equal Opportunity Employer

Date Posted: 8/31/23

SUMMARY

Maintains, installs and repairs electrical instrumentation, control systems and mechanical equipment at the District's water and wastewater systems by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES, not necessarily in order of priority, include the following. Assigned job tasks/duties are not limited to the essential functions.

1. Provides excellent customer service to all customers and business partners.
2. Repairs and maintains pumps, piping, electrical, electronic components, control and instrumentation equipment.
3. Measures, cuts, bends, threads, assembles and installs electrical conduit.
4. Performs various types of tests and calibrations on instrumentation, control, mechanical and electrical equipment (vibration, meg, resistance, thermography, analyzers, etc.).
5. Installs control and distribution apparatus such as switches, relays, and circuit-breaker panels.
6. Connects power cables to equipment, such as electric motors and installs grounding leads.
7. Inspects and maintains lighting systems.
8. Performs daily and weekly inspections of water and wastewater pump stations and reservoirs.
9. Fulfills "on call" requirements for 7-day consecutive period, on a rotating basis.
10. Follows safety procedures and guidelines.
11. Completes paperwork as needed for cost reports, work logs, etc., inputs to a computerized maintenance management system.

12. Assists in the repair and maintenance of the SCADA system.
13. Assists the Senior Electrical/Instrumentation Technician.
14. Assists with employee electrical safety and diagnostic training as needed.
15. Assists with other inter-departmental projects and snow removal as needed.

SUPERVISORY RESPONSIBILITIES

Occasionally may be required to coordinate projects, emergency responses and work activities of others.

QUALIFICATIONS To perform this job successfully, an individual must be qualified to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

High School Diploma or General Education Degree (GED) and three years experience or technical training as an Electrician, Electronic Technician or equivalent combination of education and experience. Approved electrical apprenticeship program preferred.

COMPREHENSION/COMMUNICATION SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively with customers and employees of the organization. Ability to read and interpret electrical and instrumentation diagrams. The duties and responsibilities of this position necessitate the use of a cellular phone for District business reasons.

Effective communication skills required to participate in peer evaluations and feedback process used in all aspects of this work environment (i.e. staff meetings, training, evaluations, disciplinary actions, etc.).

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

Possess a valid Driver's License. Possession of a valid Journeyman Electrician certification is desirable. Ability to obtain within one year from date of employment a Grade I Electrical/Instrumentation certification from California Water Environment Association (CWEA) and obtain within 18 months from date of employment a Grade I Water Treatment certification from approved agency. It is the employee's responsibility to maintain all required certifications and licenses and to report any changes to the supervisor.

OTHER SKILLS OR ABILITIES

Ability to work in a self-directed work environment. Must be self-motivated and show a high level of initiative. Must be available for and able to evaluate emergency callouts and to work overtime as required. Good computer, organizational and customer service skills; ability to work independently, and ability to deal courteously and efficiently with the public.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Applicants and incumbents are encouraged to discuss potential accommodations with the employer.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell. The employee is occasionally required to sit. The employee must regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 100 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and vibration; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risk of electrical shock and radiation from the sun. The employee may be required to work in confined space and is frequently exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions. The noise level in the work environment is usually loud.