BELLINGHAM MARINE
JOB DESCRIPTION

Job Title:	Electrician
Department:	Division
Reports To:	
Work Schedule:	Varies: Generally Monday – Friday, approximately 7:00 am to 4:00 pm, working extra hours as necessary and varying schedule to meet company and customer needs. Dependability for work schedule is crucial**.**
FLSA Status:	Non-exempt
Prepared By:	Campbell Risdon
Prepared Date:	2/25/2022
Approved By:	Kevin Thompson
Approved Date:	2/25/2022
Federal Job Cat.:	Class 4

SUMMARY

Read and interpret plans and specifications, layout of conduit systems for both underground and in-dock systems, install and terminate conductors and cables, install electrical service and distribution equipment, order materials and plan work in advance. Dependability for work schedule is crucial as well as attention and compliance with safety rules and regulations. Employees will be required to participate in random drug screening per our Drug Free Workplace policy. The employee may be required to travel to other jobsites through out Divisional territory from time to time.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Project layout, order materials
- Receive, inventory and store materials at jobsite in orderly fashion
- Install conduits and cable, transformers, distribution panels, and power pedestals
- Use of power tools to drill, cut, or remove concrete, steel, stainless steel, aluminum, fiberglass and plastics
- Trouble shoot and test existing systems for faults, shorts, low voltage or other problems
- Install and trouble shoot kilowatt hour meters
- Use of all common test equipment, including meggar test, ammeter, voltmeter, ohm meter, circuit tracer, telephone test set, telephone toner, power quality analyzer
- Proper connection of single and three phase transformers, including voltage tap adjustment
- Other duties as assigned.

QUALIFICATIONS: to perform this job successfully, an individual must be able 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); or one to three years related experience and/or training; or equivalent combination of education and experience.

Knowledge of marine and vessel electrical systems a plus. Employee must possess a valid California State Journeyman Electrician certificate.

LANGUAGE 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 before groups of customers or employees of organization.

MATHEMATICAL SKILLS: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations; ability to read a tape measure ***required.***

REASONING ABILITY: Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

PROBLEM SOLVING: Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully; Develops alternative solutions; Works well in group problem solving situations; Uses reason even when dealing with emotional topics.

JUDGMENT: Displays willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision-making process; Makes timely decisions.

MOTIVATION: Sets and achieves challenging goals; Demonstrates persistence and overcomes obstacles; Measures self against standard of excellence; Takes calculated risks to accomplish goals.

QUALITY: Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

QUANTITY: Meets productivity standards; Completes work in timely manner; Strives to increase productivity; Works quickly.

SAFETY AND SECURITY: Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.

ADAPTABILITY: Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.

ATTENDANCE/PUNCTUALITY: Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time.

DEPENDABILITY: Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.

INITIATIVE: Volunteers readily; Undertakes self-development activities; Seeks increased responsibilities; Takes independent actions and calculated risks; Looks for and takes advantage of opportunities; Asks for and offers help when needed.

INNOVATION: Displays original thinking and creativity; Meets challenges with resourcefulness; Generates suggestions for improving work; Develops innovative approaches and ideas; Presents ideas and information in a manner that gets others' attention.

ETHICS: Treats people with respect; Keeps commitments; inspires the trust of others; Works with integrity and ethically; Upholds organizational values.

INTERPERSONAL SKILLS: Focuses on solving conflict, not blaming; Maintains confidentiality; Listens to others without interrupting; Keeps emotions under control; Remains open to others' ideas and tries new things.

ORAL COMMUNICATION: Speaks clearly and persuasively in positive or negative situations; listens and gets clarification; Responds well to questions; Demonstrates group presentation skills; Participates in meetings.

TECHNICAL SKILLS: Assesses own strengths and weaknesses; Pursues training and development opportunities; Strives to continuously build knowledge and skills; Shares expertise with others.

TEAMWORK: Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Puts success of team above own interests; Able to build morale and group commitments to goals and objectives; Supports everyone's efforts to succeed.

CERTIFICATES, LICENSES, REGISTRATIONS: valid driver's license and a satisfactory driving record is required.

OTHER QUALIFICATIONS: able to meet strict deadlines and to use an assortment of tools and equipment to assemble floating docks ***required.*** Ability to pass a background test along with random drug screens to comply with our Drug Free Workplace policy.

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. 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 required **(more than 2/3 of the time)** to stand, walk, use hands to finger, handle or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl and talk or hear, and occasionally required to sit.

The employee must regularly lift and/or move 10 to 25 pounds and occasionally lift and/or move up to 50 pounds. Lift and/or move up to and more than 100 pounds using teamwork or machinery less than 1/3 of the time. Specific vision abilities required by this job include close vision, distance 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 **(more than 2/3 of the time)** to wet and/or humid conditions and outside weather conditions. The employee will be exposed to extreme cold or extreme heat semi-regularly **(1/3 to 2/3 of the time)**. The employee is occasionally exposed to moving mechanical parts and fumes or airborne particles. The employee may be exposed to toxic or caustic chemicals and vibration on occasion. The noise intensity is moderate most of the time, with occasional loud or very loud noise.

COMPENSATION:

BMI offers a competitive compensation and benefits package. Compensation is dependent upon skills and experience.

Bellingham Marine is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to status as a protected veteran or a qualified individual with a disability, or other protected status, such as race, religion, color, national origin, gender identity, sexual orientation, sex or age.

Bellingham Marine is a Drug Free Work Place.