



DEPARTMENT OF

# FIELD OPERATIONS

## Electrician

Salary: \$72,770 - \$77,224

Type: Full Time

Benefits: Full Benefits

Date Posted: 2024

### About Field Operations

The Department of Field Operations is comprised of nine teams and 50+ full time employees. These teams include Events, Fleet, Marina, Parking, Parks, Sanitations, Signals and Lighting, Special Projects, and Streets. Commonly known as Public Works in many jurisdictions, this department is tasked with ensuring Salisbury is welcoming and inviting to residents and visitors alike.

### Profile

The Electrician under supervision of the General Services Supervisor is responsible for inspecting, troubleshooting, testing, installing, repairing or replacing equipment and devices throughout City owned properties and facilities. This position is required to respond to after-hour calls on nights, weekends and holidays.

### Preferred Education

- High School diploma or GED
- Master Electrician's License

### Preferred Experience

Minimum 5 years of commercial electrical construction experience. Journeyman electrician required; a master electrician is preferred.

### Requirements/Certifications

- A Maryland licensed electrician. Licensed master electrician preferred.
- Valid Driver's License

### How to Apply

1 Visit [salisbury.md/apply](https://salisbury.md/apply)

2 Submit City application, cover letter, and resume

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We are most interested in finding the best candidate for the job, and that candidate may come from a less traditional background. The City may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

Jobs will be posted for a minimum of 2 weeks.

# City of Salisbury, MD

## Classification Description

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Classification: Electrician  
Grade: M7  
Department: Field Operations  
FLSA Status: NE  
Date: 2024

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**Position Profile:** The Electrician under supervision of senior leadership within the Department of Field Operations is responsible for inspecting, troubleshooting, testing, installing, repairing or replacing equipment and devices throughout City owned properties and facilities and maintain/repair City owned assets. This position is required to respond to after-hour calls on nights, weekends and holidays.

### **Duties and Responsibilities**

**Administrative Management:** Holds self-accountable for assigned responsibilities; sees tasks through to completion in a timely manner.

- Takes ownership of assigned responsibilities, ensuring tasks are completed promptly.
- Demonstrates self-sufficiency with minimal supervision.
- Maintains accurate documentation including files, reports, and inspection records.
- Proficient in Microsoft Office and other relevant computer applications.
- Prepares clear, technically sound, accurate, and informative reports containing findings, conclusions, and recommendations
- Capable of reviewing and designing plans and specifications to ensure compliance with codes.
- Assist Traffic Division with traffic signal assessment and repairs.

**Skills Proficiency/Strategic Planning:** Ability to monitor and evaluate problems and organizational performance in order to assess efficiency and effectiveness.

- Evaluates organizational performance to enhance efficiency and effectiveness.
- Executes general preventative maintenance and repairs on buildings, facilities, and traffic infrastructure utilizing manual and powered tools.
- Ensures the safety and efficiency of building operations through comprehensive inspections, diagnosis, and maintenance.
- Executes disassembly, replacement, testing, and reassembly of electrical components of City assets including traffic and streetlight infrastructure.
- Installs specialized equipment and fixtures in compliance with specifications.

**Leadership/Team Leader:** Ability to work with team members in a manner conducive to full performance and high morale.

- Collaborates seamlessly intra/inter-departmentally to optimize performance and morale.
- Provides guidance and instruction to team members in skilled labor tasks associated with building and facility maintenance.
- Demonstrates autonomy in work execution while adhering to schedules.

**Stewardship/Financial:** Demonstrates understanding of the principles and practices of public or business administration, including budget preparation and analysis.

- Possesses an understanding of business principles and practices, including budgeting.
- Estimates repair costs accurately, procuring necessary materials and equipment.

**Development/Leadership Development:** Supports team members to ensure their needs are met and the division operates effectively.

- Supports team members to ensure operational efficacy and satisfaction.
- Cultivates a supportive work environment conducive to high performance.
- Actively engages in meetings and training sessions to foster continuous skill enhancement.

#### **Performance Expectations**

- **Communication:** Articulates thoughts and ideas clearly and effectively to exchange information. Listens to others and provides useful feedback.
- **Work Ethic:** Demonstrates personal accountability, effective work habits, integrity and ethical behavior.
- **Teamwork:** Works well as a part of a team through respectful and collaborative relationships with colleagues, customers, affiliates and stakeholder groups.
- **Problem Solving:** Improves, designs, refines, finds and invents criteria to combine in order to resolve problems. This combines creative and critical thinking.
- **Initiative:** Takes charge before others do and/or without being instructed.

#### **Education and Experience**

- High School diploma or GED
- A Maryland licensed electrician. Licensed master electrician preferred.
- Valid Driver's License

#### **Physical Requirements**

Work requires occasional physical effort in the handling of materials up to 80 pounds and/or standing or walking 60% ± of the time. The work involves risks or discomforts which require special safety precautions, e.g., working around moving parts, heavy equipment, vehicular traffic, machines, or chemical substances, etc. and observance of traffic signals when driving. May require working in adverse weather conditions.

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The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.  
Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.