

# MADISON METROPOLITAN SCHOOL DISTRICT EMPLOYMENT OPPORTUNITIES

**Apply to: Human Resources, Room 133, 545 W. Dayton Street  
Madison, WI 53703 (608) 663-1864 Phone (608) 204-0346 Fax  
<http://hrweb.madison.k12.wi.us/jobs>**

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PLEASE ROUTE TO CUSTODIAL OFFICE

OPEN TO ALL APPLICANTS

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<b>TITLE:</b> Electrician	<b>DATE POSTED:</b> July 13, 2012
<b>HOURS PER WEEK:</b> 40	<b>HOURS OF WORK:</b> 2:00 pm to 10:00 pm
<b>WORK LOCATION:</b> Building Services	<b>UNION REPRESENTED:</b> Yes
<b>NORMAL HOURLY STARTING RATE OF PAY:</b> \$27.04	<b>DEADLINE TO APPLY:</b> August 3, 2012

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**GENERAL RESPONSIBILITIES:** Under general supervision of the Coordinator of Building/ Systems/Energy, this position is responsible for electrical, data (LAN/WAN), telecommunications, CATV, CCTV, fire alarm, master clock, public address system work associated with the maintenance, repair and remodeling work for all Madison Metropolitan School District facilities. The position requires varied working hours and availability on an emergency basis

**EXAMPLE OF DUTIES:**

1. Complete electrical work associated with maintenance and repair activities.
2. Install new electrical work associated with remodeling work.
3. Visit each building frequently to test its electrical equipment and complete maintenance operation.
4. Maintain preventive maintenance logs and charts for electrical equipment in cooperation with building custodian.
5. Research new products, procedures, services and equipment.
6. Troubleshoot building electrical systems problems and make recommendations and cost estimates for their solution.
7. Participate in hands-on repairs, installation and maintenance.
8. Obtain required Electrical Permits.
9. Estimate and procure materials.
10. Install clock, public address, control, data, telephone, communication, CATV, CCTV and fire alarm wiring.
11. Maintain records of materials and labor associated with assigned work.
12. Develop and maintain a work schedule.
13. Oversee work of others.
14. Other related duties as assigned.

**REQUIRED KNOWLEDGE, SKILLS & ABILITIES:**

1. Knowledge of federal, state and local codes, regulations and ordinances relating to construction activities and specifically with electrical work.
2. Considerable knowledge and ability with electrical layout and estimating procedures.
3. Knowledge of and ability in electrical rough-in work.
4. Knowledge of and ability in electrical wiring.
5. Proven knowledge of and ability in working the construction plans, shop drawings and material specifications.
6. Proven ability to work cooperatively and effectively with co-workers, contractors, technical consultants, students and the public.
7. Knowledge and skill in trouble shooting electrical in service work for motors, panels, lights, etc..
8. Experience working cross-culturally and/or commitment to work toward improving one's own cultural competence, ie, valuing difference/diversity, recognizing personal limitations in one's skills and expertise, and having the desire to learn in these areas.

**MINIMUM QUALIFICATIONS:**

1. Licensed as a journey or master electrician by the State of Wisconsin.
2. Valid Wisconsin driver's license.

**APPLICATION PROCEDURE:**

All applications, including applications for transfer, promotion or demotion must be on file in the Department of Human Resources no later than 4:15 p.m. on the deadline date.

This position is covered by the provisions of the Madison Building and Construction Trades Council, Inc. Collective Bargaining Agreement. Pursuant to the terms of an applicable Labor Agreement. If any qualified internal union represented candidates apply, external candidates will not be considered.

**\*\*NOTE\*\*** Pursuant to section V,5.02 of the Trades Collective Bargaining Agreement, employees shall be given up to four years credit for vacations & salary longevity for work they performed as journeymen prior to their hire with MMSD. MMSD & the Union shall determine whether experience qualifies as journeyman experience. Include all information relevant to the evaluation of your prior experience for journey credit.

**SELECTION PROCESS:**

All completed applications on file in the Department of Human Resources as of the due date will be evaluated. Applicants may also be required to satisfactorily complete a written examination or skills test. The most qualified applicant(s) will be referred to the hiring authority for an interview.