

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Electrician	
		Division and/or Subdivision Northern Region Headquarters	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Redding	
		Class Title of Position Electrician II	
		Position Number 541-101-6532-003	
		Effective Date	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
40%	Under the supervision of Ác@ÁÙ] ^!çã [!Á ÁÓ ããã *ÁV!æ^• , the Electrician II performs electrical work at the California Department of Forestry and Fire Protection (CAL FIRE) facilities.		
30%	*Performs installations, maintenance, troubleshooting, and repair of electrical apparatus and equipment including interior wiring systems, station distribution systems, overhead and underground powerlines, fire alarm and security systems, water control systems, generators, and emergency control systems. While performing the work, directs other trades or casual labor electricians, skilled/non-skilled employees, and possibly inmates, to perform the less difficult tasks related to the project.		
10%	*Prepares costs estimates and purchases materials, reviews electrical plans and prepares any needed diagrams. Demonstrates the best methods of doing electrical work; *sees that work is performed according to designed plans and applicable electrical codes while adhering to the California Division of Occupational Safety and Health (CAL OSHA) safety requirements. Contacts power companies, private industry, and other State agencies in matters pertinent to electrical facilities and any required permitting.		
10%	Assists in maintenance/troubleshooting generators (fixed or mobile) or any other auxiliary electrical power plants, including solar, wind, or water generator systems.		
10%	Responsible for the care and maintenance of electrical tools and equipment, work records, safety equipment and any assigned state vehicle.		
10%	Assists other trades, tasks, or other duties for the betterment at CAL FIRE facilities.		
*These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.			
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: See Page 2.			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____	Date _____	Supervisor Signature _____	Date _____
Personnel use only <input type="checkbox"/> Posted to Directory _____			
Initials and date			

Percentage of Time Required

Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

The incumbent is required to wear respiratory protection equipment (including self-contained breathing apparatus (SCBA)). The use of such equipment may place a physiological burden on the incumbent that varies with the type of equipment used, the job and workplace conditions in which the equipment is used, and the medical status of the incumbent. As such, Cal/OSHA requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. This clearance process consists of a comprehensive medical evaluation including a review of the incumbent's medical history, a complete physical examination, and vision, hearing, spirometry, and exercise treadmill test.

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Job qualifications and/or conditions of employment: **Overnight travel may be required. Ability to obtain and maintain certified purchaser status. Ability to drive a state vehicle to various job site locations. May be required to work nights, weekends, or extended hours. Medical clearance is required prior to appointment.**

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature

Date

Supervisor Signature

Date

Personnel use only

Posted to Directory

Initials and Date