

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION

POSITION DUTY STATEMENT

☐ PROPOSED

☒ CURRENT

CDCR INSTITUTION OR HEADQUARTERS PROGRAM CALIFORNIA MEN'S COLONY		POSITION NUMBER (Agency-Unit-Class-Serial) 056-216-6538-XXX		MCR / HCR 1
DIVISION / UNIT BUSINESS SERVICES/PLANT OPERATIONS		CLASSIFICATION TITLE ELECTRICIAN II, CF		
		WORKING DAYS/HOURS: Monday – Friday 0700-1500 (Position may require incumbent to work flexible hours and/or overtime)		
		TIME BASE / TENURE R12	CBID 2	WWG 2
LOCATION HIGHWAY 1 NORTH, SAN LUIS OBISPO, CA 93409		INCUMBENT		EFFECTIVE DATE 01/26/2026
CDCR'S MISSION and VISION				
Mission We enhance public safety through safe and secure incarceration of offenders, effective parole supervision, and rehabilitative strategies to successfully reintegrate offenders into our communities.				
Vision We enhance public safety and promote successful community reintegration through education, treatment, and active participation in rehabilitative and restorative justice programs.				
COMMITMENT TO CALIFORNIA MODEL and DIVERSITY, EQUITY, and INCLUSION				
California Department of Corrections and Rehabilitation (CDCR) and California Correctional Health Care Services (CCHCS) are committed to transforming the correctional landscape to create safer, more professional, and more fulfilling environments for our employees, the incarcerated population, and those supervised in our communities. Through systemwide improvements grounded in proven and emerging practices, we aim to strengthen rehabilitation, enhance workplace satisfaction, and support successful reentry into the community through our institutions, parole, and community partnerships. Our shared mission is to promote safety, wellness, and human dignity while fostering positive change for all those who live and work within our institutions and communities.				
CDCR and CCHCS are committed to building an inclusive respectful workplace. We are determined to attract and hire candidates from all communities and empower employees from a variety of backgrounds, perspectives, and personal experiences. We are proud to foster inclusion and drive collaborative efforts at all levels of the Department.				
DIVISION OVERVIEW				
BRIEFLY DESCRIBE THE DIVISION/UNIT FUNCTIONS				
The Electrician II, Correctional Facility will install, maintain, and repair electrical apparatus and equipment. May instruct, lead or supervise incarcerated persons.				
GENERAL STATEMENT				
BRIEFLY (1 OR 2 sentences) DESCRIBE THE POSITION'S ORGANIZATIONAL SETTING AND MAJOR FUNCTIONS				
Under the direction of the Electrician III, (Correctional Facility).				
% of time performing duties	Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first.			
40%	Administer all applicable codes. Lays out jobs, assists with the work of assembling and installing high voltage (600V) and low voltage wiring and devices, electric motors, lighting, transformers, and pole lines. Installs new conduit, wiring, switchgear, breakers, fuses, electrical equipment and devices, lighting, etc.			
30%	Supervises two or more incarcerated person workers. Prepares and submits incarcerated person and employee injury reports. Prepares incarcerated person performance evaluations and timecards. Protects and maintains the security and safety of persons, materials, working areas, and property of the institution.			
20%	Makes drawing of wiring changes and new wiring to be added to "as-built" drawings. Makes lists of materials and supplies; estimates the cost of materials and supplies. Directs the work of two or more crafts persons and/or incarcerated person helpers. Assists in the operation of the electrical shop and escorts contractors as needed.			

10%	May be required to use an aerial lift device and work on scaffolding, extension ladders and second-story roofs. May be required to participate on an asbestos abatement team with proper training and instruction. Orders materials while maintaining, understanding, and implementing all proper procurement procedures. Performs other duties as required.
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SPECIAL REQUIREMENTS

- CDCR does not recognize hostages for bargaining purposes. CDCR has a "NO HOSTAGE" policy, and all prison incarcerated persons, visitors, nonemployees, and employees shall be made aware of this.

CONSEQUENCE OF ERROR

- Example: Consequences of error may result in loss of time and could cause significant delays in program production. Such delays can result in inefficient use or misdirection of department resources resulting in the inability to meet efficiency and timeline goals, and varying degrees of negative financial impacts to the department.

To be reviewed and signed by the supervisor and employee:

EMPLOYEE'S STATEMENT:

- *I HAVE DISCUSSED THE DUTIES AND RESPONSIBILITIES OF THE POSITION WITH MY SUPERVISOR AND RECEIVED A COPY OF THIS DUTY STATEMENT.*

EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE
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SUPERVISOR'S STATEMENT:

- *I CERTIFY THIS DUTY STATEMENT REFLECTS CURRENT AND AN ACCURATE DESCRIPTION OF THE ESSENTIAL FUNCTIONS OF THIS POSITION*
- *I HAVE DISCUSSED THE DUTIES AND RESPONSIBILITIES OF THE POSITION WITH THE EMPLOYEE AND PROVIDED THE EMPLOYEE A COPY OF THIS DUTY STATEMENT.*

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
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