Leon County Public Schools
Classification Specification

Salary Grade 32

Summary Information:

Classification Title: Assistant Electrician **Date Prepared:** 02/2008, 01/2007; 04/2003

FLSA Status: Non-Exempt

Typical Decisions and Recommendations Provided to Others:

Most decisions are referred to higher authority for approval. Incumbent carries out assigned plans and programs.

Activity Identification

Activity Name		
418	Building Operations - Electrical	Maintain electrical system(s) for one or more facilities. Perform preventative maintenance on equipment and building components within area of expertise district wide.
415	Minor Building Maintenance	Check boilers and other equipment. Fix lights, electrical devices, glass, etc. Minor construction. Assist central maintenance with large repairs.
407	Safety Inspections	Inspect facilities, vehicles and entire property for safety problems.
416A	General Facilities Inspections	Inspect facilities for cleanliness, disrepair, and general housekeeping.
388	Facilities Assistance	Work with local schools and facilities to solve maintenance, access, traffic, and other facilities-related problems.
410 A	Disaster/Emergency Services	On call to report to any District school or facility to provide any emergency required services.
429	Equipment Repair and Maintenance	Activities associated with administering and performing repair and maintenance on machines and other equipment.
999	Assigned Duties	Other duties as assigned.

General Classification Specification Factors:

Education/Experience: High School diploma or equivalent with no related experience required.

Supervisory Responsibility: None

Type of Supervision: N/A

Effective Date: 02/2008, 02/2007; 07/2003