

ELECTRIC SYSTEM TECHNICIAN

Code No. 4-11-059
COMPETITIVE

DISTINGUISHING FEATURES OF THE CLASS: This position in an electric department of a municipality is responsible for assisting in planning and installing electric utility system activities including collecting data, performing maintenance, troubleshooting, and related work. Work is performed in accordance with established standards and regulations governing electric utility systems. The employee reports directly to, and works under the general supervision of the Superintendent Electrical Operations. Supervision of others is not a responsibility of this class, although the incumbent may be required to train and/or guide others in the performance of their work. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Participates in the planning and installation of electric utility system extensions, repairs, and improvements;

Collects and compiles substation and other electrical system data;

Plans, performs, documents, and trains others in the maintenance of utility system components;

Prepares prints and drawings for line crews;

Troubleshoots system problems and inspects repairs and maintenance activities;

Attends meetings and coordinates construction activities with contractors, engineers, and utility representatives;

Organizes and implements system projects, including those involving the New York Power Authority.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Good knowledge of engineering procedures and practices involved in the maintenance and design of municipal electric and mechanical systems; good knowledge of local rules, regulations, and guidelines governing municipal electric systems; good knowledge of the care, use, and adjustment of electrical testing and measuring instruments and equipment; ability to assist in planning electric utility systems; ability to collect and compile electrical system data; ability to prepare electrical and mechanical drawings; organizational ability; ability to communicate orally and in writing; ability to train others in proper electric systems maintenance, repair, and installation; ability to maintain records; ability to work well with others and perform work accurately; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma, plus EITHER:

- (A) Graduation with a Bachelor's degree in Electrical Engineering, Electrical Engineering Technology, Mechanical Engineering, or Mechanical Engineering Technology or closely related field; OR,
- (B) Graduation with an Associate's degree in Electrical Engineering, Electrical Engineering Technology, Mechanical Engineering, or Mechanical Engineering Technology or closely related field, plus two (2) years paid full-time or its part-time equivalent experience maintaining and troubleshooting electric utility systems, or in electrical engineering; OR,

- (C) Four (4) years paid full-time or its part-time equivalent experience as defined in (B) above; OR,
- (D) An equivalent combination of education and experience defined by the limits of (A), (B), and (C) above.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

SPECIAL REQUIREMENTS: If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

Monroe County Civil Service Commission

ADOPTED: November 19, 1992
REVISED: September 3, 2015
REVISED: September 3, 2019
REVISED: October 2, 2025