

Electrician, Journey  
Foothill-De Anza Community College District

Direct Link: <https://www.AcademicKeys.com/r?job=256743>

Downloaded On: May. 8, 2025 11:42pm

Posted May 8, 2025, set to expire Jun. 1, 2025

**Job Title** Electrician, Journey  
**Department** Staff  
**Institution** Foothill-De Anza Community College District  
Los Altos Hills, California

**Date Posted** May 8, 2025

**Application Deadline** Open until filled  
**Position Start Date** Available immediately

**Job Categories** Professional Staff

**Academic Field(s)** Administration - Other

**Apply Online Here** <https://apptrkr.com/6209891>

**Apply By Email**

**Job Description**

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**Electrician, Journey**

HR EMPLOYMENT/CAREERS

**Closing Date: 05/27/2025\***

**\*For full-consideration, all application packets must be received by 11:59 pm on the closing date.**

**Salary Grade:** C3-54

**Starting Salary:** \$6,802.81 (per month) plus benefits

**Full Salary Range:**

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\$6,802.81 - \$9,041.83 (per month)

**The Foothill-De Anza Community College District is currently accepting applications for the classified position above.**

The Foothill - De Anza Community College District does not have a remote work policy. All employees are expected to be available to work in person and on-site per the requirement of the department.

All interviewing costs incurred by applicant are the responsibility of the applicant.

**Foothill - De Anza Community College District Mission Statement:**

The mission of the Foothill-De Anza Community College District is student success and educational excellence. The district and its colleges provide access to affordable, quality educational programs and services that develop a broadly educated and socially responsible community that supports an equitable and just future for California and the global community. Every member of our district contributes to a dynamic instructional and learning environment that fosters student engagement, equal opportunity, and innovation in meeting the various educational and career goals of our diverse students. Foothill-De Anza is driven by an equity agenda and core values of integrity, inclusion, care for our students' well-being, and sustainability.

**DEFINITION:**

This is a skilled position at the journey level, involved in technical work on building and related electrical systems including, but not limited to, power distribution systems, lighting systems, motors, and motor controls and signaling. This work requires comprehensive knowledge of the trade of Electrician. The employee uses appropriate tools, safety techniques, equipment and supplies in the maintenance and repair of electrical systems and equipment of buildings and other College and District facilities. A high degree of independent judgment and creativity is required to select from alternative solutions, materials, supplies and appropriate procedures.

Incumbents in this classification are assigned to work as an electrician, but may also be assigned to assist other Plant Services personnel as needed.

**EXAMPLE OF DUTIES AND RESPONSIBILITIES:**

Depending upon assignment, duties may include, but are not limited to, the following:

**General Responsibilities**

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1. Uses safety equipment, supplies, and procedures to perform job duties as required; reports fire, sanitary and safety hazards and the need for repairs to appropriate administrator.
2. Responds to immediate safety and/or operational concerns (e.g. facility damage, alarms, etc.) for the purpose of taking appropriate action to resolve immediate safety issues and to maintain a functional educational environment; provides reports on activities as requested by appropriate administrator.
3. Stores and shelves equipment and other supplies in conformance with various local, state, federal, and district rules and regulations; maintains equipment in a safe operating condition; maintains preventive maintenance procedures, records, and reports.
4. Directs visitors and safeguards district property; adheres to all state and federal laws and regulations regarding safety and health.
5. Attends and participates in District and/or College provided training or information sessions; incorporates new information or technology into existing job duties.
6. Shall carry a communication device, if assigned one, and be available for general electrician duties.
7. Uses a computer for entry and retrieval of information.
8. Communicates effectively orally, in writing, and electronically.
9. Operates equipment such as District vehicles, electric carts, electric power lifts, forklift, etc.; will use ladders.
10. Estimates cost of jobs; specifies, orders, and procures supplies, materials, tools, and equipment for the purpose of maintaining availability of required items and completing jobs efficiently; maintain inventory of supplies, parts and equipment; confers with appropriate administrator regarding cost effective use of materials and supplies.
11. Transports various items (e.g. tools, equipment and supplies) for the purpose of ensuring the availability of materials required at job site.
12. Provides direction and training to apprentices as assigned.
13. Performs other related duties as assigned.

### **Trade Responsibilities**

1. Performs electrician duties in connection with a wide variety of building alterations, maintenance and repair projects and other miscellaneous structures.
2. Installs and/or modifies electrical systems (e.g. building infrastructure, exterior, motor/control, clock, energy management, etc.) for the purpose of providing enhanced and/or upgraded electrical capabilities.
3. Installs, relocates, and maintains building wiring, circuits, switches, transformers, and controls (up to 12,000 volts).
4. Installs necessary interior and exterior wiring for equipment and appliances such as computers,

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test and lab equipment, pumps, lighting, motors, and service disconnects.

5. Inspects, troubleshoots and repairs motor control centers, starters, contactors, circuit breakers, and related operating equipment.
6. Replaces ballasts in lights; replaces lighting, lamps, and ballasts at athletics fields, including light towers, and in parking lots.
7. Inspects, adjusts, installs, services, tests, repairs, and maintains electrical lighting, power, fixtures, meters, outlets, plugs, fans, outdoor lighting receptacles, motion sensors and motor starters, including data sensing and transmission cabling that may involve pneumatics and instruments, and direct digital controls.
8. Makes inspections and assists with repairs of generating equipment and its auxiliary components.
9. Replaces defective equipment parts for the purpose of maintaining the safe operating conditions; uses various testing equipment to locate problems and makes necessary adjustments.
10. Operates computerized energy management system.
11. Prepares and installs traffic signal circuits and signal control equipment.
12. Analyzes drawings for the purpose of identifying location of current electrical systems to determine future installations of additional systems, components and/or modifications.
13. Checks blueprints to identify possible electrical maintenance problems.
14. Maintains equipment rooms, shops, vehicles and tools.
15. Performs HAZMAT/safety inspections; maintains logs, records and signs fire extinguisher tags.

**EMPLOYMENT STANDARDS:**

**Knowledge of:**

1. Electrical principles and their application to the maintenance, repair and installation of electrical systems and devices.
2. Methods, materials, tools, safety practices and equipment used in the electrical trade.
3. Safety factors in the operation of equipment and materials.
4. Applicable safety codes, ordinances and regulations.
5. High voltage testing.

**Ability to:**

1. Demonstrate understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Estimate the scope of a project, costs, materials and timelines required to complete assignments.
3. Read and work from blueprints, technical manuals, charts and schematics.

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4. Maintain accurate records and reports on completed assignments.
5. Assign work to and oversee the work of Apprentices in the electrical trade.
6. Operate and maintain a variety of equipment and tools.
7. Understand and carry out oral and written instructions.
8. Observe safety requirements and safe work practices and methods as required.
9. Establish and maintain cooperative work relationships.
10. Work independently and under minimal supervision.

**MINIMUM QUALIFICATIONS:**

1. Understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff.
2. Equivalent to the completion of the twelfth grade. Completion of appropriate trade school courses or the equivalent **AND** three years of experience in a comparable position.

**License or Certification**

Possession of a valid class C California driver's license.

**WORKING CONDITIONS:**

**Environment:**

1. Indoor, office environment and outdoor environment, with climate changes.
2. Hazardous conditions.
3. Includes travel to conduct work.

**Physical Abilities:**

Hearing and speaking to exchange information.

1. Dexterity of hands to perform the tasks required of the position.
2. Sight in order to be aware of hazards and dangers found in the nature of the work.
3. Regularly stand, walk, and sit for extended periods of time.
4. Ability to climb, stoop, kneel, reach, push, pull, grasp, and perform repetitive motions.
5. Climb ladders of varying heights.
6. Ability to maneuver in crawl spaces, attics, and utility tunnels.

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7. Ability to work at extreme heights.
8. Lift moderate to heavy objects up to 60 lbs.

**APPLICATION PACKET:**

1. A District on-line application on <http://hr.fhda.edu/careers/>. \*In the application, you will provide information, which demonstrates your understanding of, sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, and cultural backgrounds, disability, and sexual orientation of community college students, faculty and staff. Additionally, you will be asked to explain how your life experiences, studies or work have influenced your commitment to diversity, equity and inclusion.
2. A cover letter addressing your qualifications for the position.
3. A current resume of all work experience, formal education and training.

**If any required application materials are omitted, the committee will not review your application. Items not required (including reference letters) will not be accepted. For full-consideration, all application packets must be received by 11:59 pm on the closing date.**

**Please allow yourself ample time to complete your application and resolve any technical difficulties that may arise with your submission. We do not guarantee a response to application questions within 48 hours of the closing date. You may also visit our "Applicant Information" to assist with technical difficulties at: <http://hr.fhda.edu/careers/a-applicant-instructions.html>**

**CONDITIONS OF EMPLOYMENT:**

**Position:** Full-Time, Permanent, 12-months per year

**Starting date:** As soon as possible upon completion of the search process.

Excellent benefits package which includes medical coverage for employee and eligible dependents, dental, vision care, employee assistance program, long term disability, retirement benefits and basic life insurance. For information on our benefits package that includes medical for employees and dependents, visit our web site: <http://hr.fhda.edu/benefits/index.html>.

Persons with disabilities who require reasonable accommodation to complete the employment process must notify Employment Services no later than the closing date of the announcement.

The successful applicant will be required to provide proof of authorization to work in the U.S.



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**For more information about our application process contact:**

Employment Services

Foothill-De Anza Community College District

12345 El Monte Road

Los Altos Hills, California 94022

Email: [employment@fhda.edu](mailto:employment@fhda.edu)

<http://hr.fhda.edu/>

To apply, visit <https://fhda.csod.com/ux/ats/careersite/4/home/requisition/2084?c=fhda>

**Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

**Contact**

Staff

Foothill-De Anza Community College District

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