



APPRENTICE ELECTRICIAN JOB DESCRIPTION

Summary:

- A. Work will consist of alterations, additions, and/or repairs of electrical systems, conductors, and associated materials and equipment within the commercial, industrial, and residential electrical industry. Must complete approximately 2,000 hours of on-the-job training in each year of apprenticeship.

Essential Duties and Responsibilities:

- A. Assist electricians by performing tasks under the direct supervision of an electrician actually installing the work and handling the bulk of the materials. This employee should keep all materials, tools, and equipment in an orderly fashion and keep the work area clean at all times. Demonstrate safe work habits and proper care of tools and equipment.
 - 1. Small tools and equipment care
 - 2. Material handling and organizing
 - 3. Keep work area clean
 - 4. Assist in wire pulls
 - 5. Mounting and strapping
 - 6. Understand and abide by safety requirements

- B. Must attend and complete approved 144 hours of classroom instruction in each year of apprenticeship training.

POSITION REQUIREMENTS:

- Must be minimum of 18 years of age.
- Provide birth certificate, and/or current valid and in good standing drivers license with picture, and social security card.
- High school diploma or GED; high school transcript
- Evidence of previous experience in an electrical field. (if any)
- Letter of recommendation from previous or current employer.
- DD214 (if veteran)
- If applicant is accepted in the program he/she will be drug tested.
- Successfully complete on-the-job training and classroom study with a minimum passing grade of 75. The Apprenticeship Committee which is named as the program sponsor in the Registered Apprenticeship Standards will determine the level of Apprenticeship. There are four years of apprenticeship training.

LICENSES:

Current, valid and in good standing driver's license that will meet the requirements of our insurance company in order to drive Transworlds, Inc. vehicles.

EDUCATION : High School diploma or GED

WORKING CONDITIONS :

1. Job requires working in all elements, depending on a job location, time of year, heat, cold, rain, and snow.
2. Must be able to utilize construction site sanitary facilities (Porta-Johns).
3. Job requires employee to have required personal tools with them at all times (waist tool belt as worn weighs approximately 30 lbs.)
4. Work from all type ladders (stepladders up to 14' "A" frame ladder and all size extension ladders and carry and relocate up to 12' stepladders by ones self.
5. Employee personal weight and personal tools cannot exceed weight limit of ladder (i.e. Class 1-250 lbs., Class 1A 300 lbs.)
6. Perform work at various heights, up to 90' from ladders, scaffolds, aerial lifts, catwalks, or other safe work areas.
7. Work in restricted areas (switchgear room, manholes, utility tunnels, crawl spaces, attics) under supervision of his immediate electrician.
8. Wear personal protective equipment- hardhat, hearing protection, safety glasses, respirator, etc. (when required)
9. Repetitive use of arms, hands, and fingers
10. Able to work 5 days with a minimum of 40 hours per week, overtime as required and night shifts.

SKILLS:

1. Positively identify colors of wires.
2. Comprehends readings and drawing prints and schematics of same.
3. Bend conduit with hand benders and / or hydraulic benders.
4. Must use all power tools, saws, threaders, wire tuggers, hydraulic benders, and knockout punches.
5. Capable of digging trenches, either by use of hand tools or power equipment.
6. Practices and comprehends safe work procedures as outlined in Transworld, Inc. Safety Policy Handbook.
7. Operated two (2) handed tools / equipment, cable cutters, hammer drills, compression tools, jackhammers.
8. Operate company trucks with manual and automatic transmissions of less than 26,000 GVW
9. Reads and interprets maps, instructional manuals, specifications, work site directions, blue prints, and written instructions on a limited basis.
10. Operate and work from mechanical personal lifts (electric or gas powered).

PHYSICAL FUNCTION:

1. Must be able to bend, stoop, squat, crawl, climb, kneel, balance, push, pull, and reach overhead.
2. Lift a minimum of 50 pounds.
3. Climb ladders (all types).
4. Completing overhead work for full day assignments.
5. Must be able to make transition from employee parking or street into construction work area and to gain access to all levels of the building, even if the only means of access is by O.S.H.A. approved sight construction ladders or stairs still under construction but acceptable to use.
6. Possess good vision and hearing (normal or corrected).
7. Responsible for securing tools and materials from storage areas their assigned tasks.

PROMOTIONAL OBJECTIVES:

The level of each apprentice is determined as specified in the Apprenticeship Standards which govern the program.

COMMENTS:

The above description covers the principal duties and responsibilities of the job. The description shall not, however, be construed as a complete listing of all miscellaneous, incidental or similar duties which may be required from day-to-day.

Employee Signature: _____ **Date:** _____