

Electrical Maintenance Coordinator

The Department of Water Environment Protection (WEP) provides critical wastewater services to Onondaga County's Consolidated Sewer District. We are successful in our mission to protect local waterways and public health because of our dedicated and diverse workforce. WEP is looking for communicative, critical thinkers to join our team!

WHY YOU?

WEP is continuously looking for motivated and dedicated professionals to be a part of our cohesive and diverse team! If you have a minimum of seven (7) years of experience, or its part-time equivalent, in installation, maintenance and repair of electrical systems and equipment which must have included laying out of work and diagnosis of malfunctions, we encourage you to apply and bring your skills and knowledge to our team!

WHAT EXACTLY DOES AN ELECTRICAL MAINTENANCE COORDINATOR DO?

As the Electrical Maintenance Coordinator, you will be responsible with leading a diverse team of skilled, semi-skilled, and entry-level workers in electrical maintenance and repair work. This is an important role at WEP, and duties will include, but are not limited to:

- ❖ Determine administrative requirements of section including personnel, training, discipline, manpower and materials.
- ❖ Preventative and corrective maintenance.
- ❖ Troubleshooting.
- ❖ Use and operate a broad spectrum of equipment (both instrumentation and electrical).
- ❖ Prepare, as needed, sketches or directions concerning work to be performed.
- ❖ Assign staff special projects and provide instructions or plans and interpret same as needed.
- ❖ Inspect work sites to assure programs are being properly carried out.
- ❖ Fulfill reporting requirements relating to schedules, project status, assigned staff and material used.

MINIMUM QUALIFICATIONS

- ❖ **PROMOTIONAL APPLICANTS**
Two (2) years of permanent competitive class status as a Maintenance Electrician Crew Leader.
- ❖ **OPEN COMPETITIVE APPLICANTS**
Seven (7) years of work experience, or its part-time equivalent, in installation, maintenance, and repair of electrical systems and equipment which must have included laying out of work and diagnosis of malfunctions, two (2) years must have included first line supervision of electrical maintenance personnel. **NOTE:** Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an associate degree in electrical engineering technology or engineering or technical curriculum which relates to electrical construction or maintenance, or repair of electrical equipment, may substitute for a maximum of two (2) years of non-supervisory work experience.

SPECIAL NECESSARY REQUIREMENT

When required to operate a motor vehicle, possession of a valid New York State Non-CDL or CDL, including any special endorsements as required for the type of vehicle being operated.

ANNUAL SALARY

\$84,178 - \$93,050

CIVIL SERVICE GRADE

CSEA / 14

POSITION TYPE

Provisional

Candidate will initially be provisional and must take the corresponding Civil Service exam, scheduled at a later date, and place high enough on the list to qualify for appointment.

Full Time

40 hours/week

WEP DIVISION

**Instrumentation/Electrical
Maintenance**

BENEFITS

**Paid Vacation & Sick Leave
13 Paid Holidays
Health & Dental Insurance
Vision Plan
NYS Retirement Benefits &
Retiree Healthcare
Flex Spending
Work-Life Balance
Professional Development
Opportunities**

**MORE ONLINE AT
ONGOV.NET/EBENEFITS**



WEPRecruiting@ongov.net
ongov.net/WEP

Onondaga County is an Affirmative Action (AA) employer committed to Equal Employment Opportunities (EEO) for all persons.