



CITY OF SANTA CLARA  
invites applications for the position of:

# Electric Utility Electrician Technician

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**SALARY:** \$66.29 - \$84.76 Hourly  
\$11,489.43 - \$14,691.42 Monthly  
\$137,873.16 - \$176,297.04 Annually

**OPENING DATE:** 05/26/21

**CLOSING DATE:** 06/11/21 04:00 PM

**EXAM WEIGHT:** 50% Oral, 50% Written

**TENTATIVE EXAM INFORMATION:** Due to the COVID-19 Pandemic, the examination weighting plan may be revised pending approval by the Civil Service Commission.

**DESCRIPTION:**

**The Department - Silicon Valley Power (SVP)**

SVP currently provides over 40 percent of Santa Clara's electricity from carbon-free renewable resources. In addition to using green energy from large-scale wind, solar, geothermal and hydroelectric projects outside of the area, SVP employs innovative ways to locally produce electricity by capturing and burning methane gas from a closed city landfill and using power from solar generating systems on city-owned garages and vacant, unusable land. It is the mission of Silicon Valley Power to be a progressive, service-oriented utility, offering reliable, competitively priced services for the benefit of Santa Clara and its customers. Being competitive in the marketplace with a continuous focus on customer service, SVP can provide economic value to the City of Santa Clara and its customers while maintaining low residential rates and offering competitive rates for all customers.

**The Position- Electric Utility Electrician Technician**

The Electric Utility Electrician Technician is an advanced journey-level position. Under supervision, the successful incumbent will perform as the field crew leader and assist designated personnel in constructing and maintaining substations, including testing, overhaul, and operation of all types of circuit breakers, switching equipment substations, and receiving station transformers.

This recruitment may be used to fill multiple positions in this, or other divisions or departments. If you are interested in employment in this classification, you should apply to ensure you are considered for additional opportunities that may utilize the applicants from this recruitment.

**TYPICAL DUTIES:**

Duties include, but are not limited to, the following.

Under general supervision:

- Cleans, tests, and adjusts protective relays
- Installs and repairs supervisory control systems, pilot wire systems, and troubleshoots communication equipment
- Supervises and assists in the installation and maintenance of electrical motors, control equipment, signal equipment, and standby diesel electric generators

- Supervises and assists in the installation and maintenance of traffic signals, including solid state controls, street light systems, and all related equipment
- Performs electrical trouble-shooting and repairs as needed
- Reads and interprets blueprints and diagrams
- Installs electrical underground facilities
- Takes readings and keeps records
- Inspects the various areas of the substation and grounds, as appropriate, to ensure its safe and efficient operation
- Logs and reports any deficiencies, takes readings, analyzes failures and takes corrective action to ensure plant safety and reliability
- Performs a variety of skilled electrical and mechanical work related to the generation of electrical power
- Performs all typical duties of an Electrician
- Performs other related duties as assigned

## **MINIMUM QUALIFICATIONS:**

### EDUCATION AND EXPERIENCE

#### Minimum Qualifications

- Graduation from high school or possession of a GED; and
- One (1) year of journey-level electrician experience with an electric utility performing duties that include substation maintenance.

### LICENSES

Possession of a valid California Class C driver's license is required at time of hire and for the duration of employment.

### SPECIAL CONDITIONS

- Incumbents of this classification may be required to work unusual hours in emergencies and be available on an "on-call" basis
- Incumbents will be required to travel from site to site and work occasionally at a considerable height above the ground
- Applicants appointed to this position must possess normal color vision at time of appointment
- Must be able to perform all of the essential functions of the job assignment

***Meeting the minimum qualifications does not guarantee admittance into the examination process. Only the most qualified candidates who demonstrate the best combination of qualifications in relation to the requirements and duties of the position will be invited to test.***

***Federal law requires all employees to provide verification of their eligibility to work in this country. Please be informed that the City of Santa Clara will not sponsor, represent, or sign documents related to visa applications/transfers for H1B or any other type of visa which requires an employer application.***

**PERMANENT CITY EMPLOYEES PREFERENCE POINTS:** Current permanent employee candidates who receive a passing score on the examination will have an additional five (5) points added to their final score.

## **KNOWLEDGE, SKILLS, AND ABILITIES:**

### Knowledge of:

- Fundamentals of electricity, relating to the installation and maintenance of supervisory equipment, both water and electric

- Solid state equipment, tone equipment used in the transmission and receiving of impulse signaling devices, substation equipment, street lighting and traffic signals and regulatory devices
- National Electric Code and California Occupational Safety and Health (CAL-OSHA) Safety Orders
- Timing mechanisms used in traffic regulatory devices
- Generation of electricity
- Environmental and safety practices, and procedures and standards

Ability to:

- Read and interpret electrical plans and specifications
- Instruct subordinates and organize, supervise, and train others in electrical work
- Maintain accurate and complete equipment test and history records
- Understand and follow complex oral and written instructions
- Communicate effectively both orally and in writing
- Establish and maintain effective working relationships with those contacted in the course of work, including the general public
- Effectively handle multiple priorities, organize workload and meet strict deadlines
- Work in a team-based environment and achieve common goals
- Walk or stand for extended periods of time
- Bend, stoop reach, carry, crawl, climb and lift as necessary to perform assigned duties

**Additional Information:**

You must answer all job-specific questions in order to be considered for this vacancy or your application will be deemed incomplete and withheld from further consideration. Applications must be filled out completely (i.e. do not write "see resume or personnel file.") To receive consideration for the screening process, candidates must submit a **1) Completed City Employment Application and 2) Resume**. Incomplete applications will not be accepted. Application packets may be submitted online through the "Apply Now" feature on the job announcement at [www.santaclaraca.gov](http://www.santaclaraca.gov). Applications must be submitted by the filing deadline of Friday, June 11 at 4:00 PM

The City of Santa Clara is an equal opportunity employer. Applicants for all job openings will be considered without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, veteran status or any other consideration made unlawful under any federal, state or local laws. The City of Santa Clara is committed to offering reasonable accommodations to job applicants with disabilities. If you need assistance or an accommodation due to a disability, please contact us at (408) 615-2080 or [HumanResources@santaclaraca.gov](mailto:HumanResources@santaclaraca.gov).

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.santaclaraca.gov>

Position #28-21-890  
ELECTRIC UTILITY ELECTRICIAN TECHNICIAN  
PC

1500 Warburton Ave.  
Santa Clara, CA 95050  
408-615-2080  
Fax: 408-985-0667

[humanresources@santaclaraca.gov](mailto:humanresources@santaclaraca.gov)

Equal Opportunity Employer

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## Electric Utility Electrician Technician Supplemental Questionnaire

- \* 1. Please describe projects or jobs where you have worked as a field crew leader in constructing and maintaining substations, including testing, overhaul, and operation of all types of circuit breakers, switching equipment in substations, and receiving station transformers.

- \* 2. How have you prepared yourself for this position? Please identify training, certifications, and previous experience if applicable.
  
- \* 3. Please describe your experience with generating project and job reports utilizing Computerized Maintenance Management Systems.
  
- \* 4. Please describe your experience, training, and knowledge with Environmental and Safety practices, procedures, and standards.
  
- \* Required Question