

BONNER ELECTRIC, INC.
JOB DESCRIPTION

JOB TITLE: APPRENTICE ELECTRICIAN

REPORTS TO: Journeyman Electrician/Job Foreman

SCOPE OF WORK:

- A. Work will consist of installation, alterations, additions and/or repairs of electrical systems, conductors and associated materials and equipment within the commercial, industrial and residential electrical industry. Must complete 2,000 hours of on-the-job training in each year of Apprenticeship.
- B. If not a tech school graduate, must attend 180 hours of classroom instruction in each year of Apprenticeship training and maintain a minimum of passing grade of 70%. (There are four years of Apprenticeship.)

RESPONSIBILITIES:

- A. Assist electricians by performing tasks under the direct supervision of an electrician actually installing the work and handling bulk of 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. Understanding of language, terms, and skills in use of tools on the job.
 - 2. Produce quantity of work equal to the job requirements and Company standards.
 - 3. Produce quality work that meets or exceeds National Electrical Code requirements.
 - 4. Think ahead as to show how to spend available time for maximum production.
 - 5. Maintain equipment and tools in proper working order.
 - 6. Maintain positive attitude towards completing job and complying with all Company policies.
 - 7. General employee traits:
 - A. punctuality
 - B. appearance
 - C. neatness
 - D. attitude
 - E. reliability
 - 8. Small tools and equipment case.
 - 9. Assist in wire pulls.
 - 10. Mounting and strapping.

- B. Attend instructional classes required by Supervisor.

POSITION REQUIREMENTS:

- Provide birth certificate and current driver's license
- High School diploma or GED; high school transcript
- Evidence of previous experience in electrical field (if any)
- Letter of recommendation from previous or present employer
- DD214 (if veteran)
- If applicant is accepted into the program, he/she will be required to take a physical exam which includes urine analysis for illegal drugs
- Successfully completed 2,000 hours of on-the-job training and 144 hours of classroom study with minimum passing grade of 70% for each year. 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 Driver's license and have own transportation (most job sites are not always served by public transportation).

ELECTRICAL: None

EDUCATION: High School Diploma or GED

WORKING CONDITIONS:

1. Job requires working in all elements, depending on job location, time of year (heat, cold, rain, snow).
2. Must be able to utilize construction site sanitary facilities (Porta-Johns).
3. Job requires employees to have personal tools with them at all times (waist tool belt as worn weighs approximately 30 lbs.).
4. Work from all types of ladders (step ladders up to 14', "A" frame ladders and all sizes of extension ladders, and carry and relocate up to 12' step ladder by one's self).
5. Employee's personal weight and personal tools cannot exceed weight limit of ladder (Class 1-250 lbs., Class 1A-300 lbs.).
6. Perform work at various heights (up to 90') from ladders, scaffolds, aerial lifts, cat walks or other areas.
7. Work in restricted areas (switchgear room manholes, utility tunnels, crawl spaces, attics).
8. Wear personal protective equipment (hard hat, safety glasses at all times), respirator when required.
9. Repetitive use of arms, hands and fingers.
10. Able to work 8 hours per day, 40 hours per week, overtime as required and night shifts.
11. Apprentices are prohibited from working on energized circuits or equipment.

SKILLS:

1. Positively identify colors of wires.
2. Comprehends reading and drawing prints and schematics.
3. Bend conduit by hand with hand 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 per Company policy.
7. Operates two- (2) handed tools/equipment, cable cutters, hammer drills, compression tools, jack hammers.
8. Operate company trucks with manual and automatic transmission.
9. Read and interprets maps, instructional manuals, specifications, work site directions, blue prints and written instructions.
10. Operate and work from mechanical personnel lifts (electrical or gas powered).

PHYSICAL FUNCTION:

1. Must be able to bend, stoop, squat, crawl, climb, kneel, balance, push, pull, and reach over head.
1. Lift 51 pounds.
2. Constantly moving your feet.
3. Climb ladders (all types).
4. Completing overhead work for full day assignments.
5. Must be able to make transition from employee parking area or street into construction work areas and to gain access to all levels of building, even if the only means of access is by O.S.H.A. approved site construction ladder or stairs still under construction but acceptable for use.
6. Possess good vision (normal or corrected).
7. Responsible for securing tools and materials from storage areas to complete their assigned tasks.

WORKING CONDITIONS: All elements inside and outside.

POSITION FROM WHICH AN EMPLOYEE COULD BE PROMOTED INTO THIS POSITION:

High School Graduate or GED

PROMOTIONAL OBJECTIVE: Journeyman Electrician. The level of each apprentice is determined as specified in the Apprenticeship Standards which govern the program.