

DUTIES DESCRIPTION RECORD

DEPARTMENT _____

TITLE APPRENTICE ELECTRICAL REPAIRMAN DDR 93-83800

CLASS
CODE

3850

CLASS
TITLE

APPRENTICE ELECTRICAL REPAIRER

Summary Duties

Works as a trainee under close supervision assisting journeyman electrical repairmen doing electrical repair work in connection with the maintenance, overhaul, repair, rebuilding, rewinding, dismantling, cleaning, reassembling, and installing of Power System rotating and other electrical equipment; performs semiskilled electrical repair work independently, including manual tasks as necessary; receives on-the-job and approved classroom instruction in the electrical repair trade over a period of three years in order to acquire proficiency in all phases of the electrical repair trade while assisting journeymen engaged in electrical repair work; learns the electrical repair trade sufficiently well to qualify as a journeyman electrical repairman and pass the civil service examination for that class; and performs related duties.

Illustrative Duties

Works as a trainee with and assists journeyman electrical repairmen in shop and field in the maintenance, overhaul, repair, rebuilding, rewinding, dismantling, cleaning, reassembling, and installing of rotating and other electrical equipment usually repaired by electrical repairmen; assists and works with electrical repairmen overhauling overhead and underground service transformers, induction voltage regulators, oil circuit breakers, and similar equipment, disassembling, cleaning, and checking windings for defects, rebuilding and replacing parts, rewinding, brazing and soldering lugs, leads, and connections, and reassembling and painting as necessary; assists and works with electrical repairmen engaged in miscellaneous work, such as elevator and building maintenance, air conditioning and refrigeration equipment, switchboard building and repair, regulator winding and repair of gas and oil leaks, cleaning cooling coils with acid solutions, repairing and replacing porcelain bushings, cutting and fitting insulation barriers and collars and cleaning, varnishing and insulating windings.

Works with and assists a crew of electrical repairmen and helpers engaged in the overhaul, rebuilding, and repair of power plant and station equipment such as high voltage transformers, generators, synchronous condensers, and frequency changers, and performing rigging work such as placing slings and cribbing, using block and tackle and operating overhead crane and jacks; works with and assists journeymen repairing, re-babbiting, replacing, and refitting all types of bearings in various electrical rotating equipment; and assists in fabricating special purpose electrical equipment such as coils, relays, flexible connectors, and similar items, and lays out cuts, fabricates, drills, paints, and polishes ebony asbestos, fibre, bakelite, and steel for switchboards and terminal boards; independently cleans and overhauls small service transformers; rewinds small motors, small service transformer coils and other miscellaneous small coils; stacks laminations in small service transformers; dips and varnishes transformer coils, motor coils and other miscellaneous coils; repairs

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small miscellaneous electrical equipment; independently drills small terminal panels and miscellaneous small switchboard parts, and performs manual tasks as necessary.

As a trainee, performs work ranging from the carrying, lifting and holding stage to the actual performance of major tasks in connection with the overhaul, repair, rebuilding, rewinding, cleaning, reassembling and installing of electrical equipment covering all phases of the electrical repair trade and including the use of all the hand and power tools common to the trade; receives on-the-job instruction and classroom instruction in an approved school over a period of three years to acquire proficiency in all phases of the electrical repairman trade and be able to pass a civil service examination for that class.