



City Hall  
401 Main Street  
Johnstown, PA 15901  
Phone (814) 539-2504  
Fax (814) 410-0991

**Job Title:** Electrician/Maintenance

**Pay:** \$25.19 per hour

**Work Site:** City Garage

### **General Job Description**

This is skilled maintenance and electrical work involving the performance of a wide variety of tasks related to the upkeep, repair, and improvement of City properties and facilities.

An employee in this class performs duties including electrical system maintenance, street and sewer repair, building upkeep, equipment operation, and snow and ice control. Work involves the safe and proper operation of tools, vehicles, and machinery, and may include responding to emergency call-outs or after-hours work as needed.

Work is performed under the general supervision of the Director of Public Works or a designated team leader, with assignments reviewed for quality, timeliness, and adherence to City policies and safety standards.

### **HOURS OF WORK**

40-hour per week position, as scheduled pursuant to administrative policies and the collective bargaining agreement.

Ability to work second and third shifts and/or evenings and weekends. Available for overtime for emergencies and special events as needed. Must be able to work extended shifts when required.

## **NATURE OF WORK**

The Maintenance Person/Electrician performs skilled and semi-skilled work across multiple trades, including electrical, carpentry, plumbing, masonry, painting, and general public works to ensure the safe, continuous operation of City buildings, streets, and utilities.

## **EXAMPLES OF WORK**

*(The following examples illustrate the types of work performed by employees in this class. All duties may not be performed by every position, and this list is not all-inclusive.)*

- Performs general maintenance and repair work involving carpentry, masonry, painting, plumbing, electrical, and mechanical tasks.
- Operates and maintains electrical systems, equipment, and fixtures within City facilities.
- Inspects, repairs, and maintains electrical wiring, outlets, switches, and controls.
- Uses various types of test equipment, such as voltmeters, ammeters, and ohmmeters.
- Maintains and repairs traffic signal and lighting systems, including overhead flashing beacons.
- Performs preventive maintenance on City buildings and infrastructure.
- Operates power equipment such as backhoes, loaders, snowplows, bucket trucks, and lawn-care machinery.
- Performs sewer maintenance and repair, including cleaning and inspection using specialized equipment.
- Erects forms, pours and finishes concrete, and repairs brick or stone structures.
- Performs carpentry, plastering, and painting for interior and exterior City facilities.
- Cuts grass, trims trees and shrubbery, and performs groundskeeping work.
- Participates in snow and ice removal from sidewalks, streets, parking lots, and parking garages.
- Keeps records of work performed, materials used, and equipment operated.
- Cleans and performs light maintenance on tools, equipment, and vehicles.
- Performs other related duties as assigned by the Director of Public Works or designee.

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

- Knowledge of the methods, materials, tools, and safety precautions used in general maintenance and repair work.
- Knowledge of basic electrical theory, wiring, and repair procedures.
- Knowledge of construction, plumbing, and masonry techniques and practices.
- Ability to operate various types of heavy and light equipment safely and efficiently.
- Ability to read and interpret plans, blueprints, and diagrams.
- Ability to perform basic electrical testing and troubleshooting.
- Ability to maintain accurate work records and simple reports.
- Ability to follow oral and written instructions.
- Ability to establish and maintain cooperative working relationships with coworkers and the public.
- Ability to train or oversee seasonal employees, inmates, or assigned helpers.
- Ability to perform manual labor in varying weather conditions and in confined spaces.
- Ability to observe established safety practices and report hazards promptly.

## **MINIMUM EXPERIENCE AND TRAINING**

- One (1) year of experience in general maintenance and repair work involving a variety of carpentry, painting, electrical, plumbing, masonry, or related tasks.
- Must possess a Basic Electrician Certification at the time of application.
- Must possess a valid Pennsylvania Driver's License and a valid Pennsylvania Commercial Driver's License (CDL) – Class A with Tanker Endorsement, and applicable endorsements for the class and type of vehicle operated.

## **PHYSICAL DEMANDS AND WORK ENVIRONMENT**

- Ability to perform heavy physical labor, including lifting, digging, shoveling, sweeping, cutting, mowing, tamping, bending, and similar tasks.
- Ability to work in confined or restricted spaces and under adverse weather conditions.
- Work may involve exposure to noise, dust, dirt, fumes, and hazardous materials.
- Must be available for emergency call-outs, overtime, and special events as required.

## **DESIRED ATTRIBUTES**

- Strong sense of responsibility, integrity, and teamwork.
- Commitment to public service and to maintaining City facilities safely and efficiently.
- Willingness to learn new skills and adapt to evolving departmental needs.

📌 Applications are available in the Human Resources Office, City Hall, 401 Main Street, Johnstown Pa 15901. The City of Johnstown is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, veteran status, or any other legally protected status. All employment decisions are made in accordance with applicable federal, state, and local laws.