

**WEST VIRGINIA MILITARY AUTHORITY
1703 COONSKIN DRIVE
CHARLESTON, WV 25311-1085
CIVILIAN VACANCY
ANNOUNCEMENT NO: ML220414**

OPENING DATE: 27 April 2022

CLOSING DATE: 11 May 2022

LOCATION: JFHQ-CFMO, Charleston, WV 26537

MA TITLE: MA Electrician/Master Electrician

FUNCTIONAL TITLE: JFHQ-CFMO Master Electrician

SALARY: \$44,304 - \$60,000

HOW TO APPLY: Anyone interested in applying for this position must submit a **completed West Virginia Military Authority Employment Application form and resume** to West Virginia Military Authority, 1703 Coonskin Drive, Charleston, WV 25311- 1085 or email to Deborah.s.taylor28.nfg@army.mil. **All Applications must be received by closing date.**

Applications may be obtained from the West Virginia Military Authority Web:
<https://militaryauthority.wv.gov/Pages/default.aspx>

NATURE OF WORK:

Under general supervision, at an advanced level, performs highly skilled electrical installation and maintenance work in accordance with industry standards, guidelines and applicable codes in the West Virginia Military Authority. Performs design of complex electrical work and oversight of electrical contractors. Installs, repairs, and maintains complex electrical equipment and related systems. May serve as lead worker over other electricians or other staff members. Some travel is required. Performs related work as required.

EXAMPLES OF WORK PERFORMED:

1. Installs, repairs, renovates and maintains low and high voltage systems, HVAC, electrical equipment and related systems.
2. Designs electrical circuit schematic plans and writes specifications; reads blueprints and schematic diagrams and engineering specifications. Inspects electrical installations.
3. Locates and corrects power failures and short circuits.
4. Ensures lock-out, tag-out procedures are followed by electricians and contractors.
5. Ensures safety procedures are followed by electricians and contractors.
6. Ensures all operational checks and maintenance are accurately performed according to specifications.
7. Schedules and coordinates with Civil Engineering control office on generators and power out ages.
8. Maintains records and prepares reports. May serve as lead worker.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES;

1. Knowledge of National Electric Code, State Electrical Code and the Underwriters' rules for electrical installations.
2. Knowledge of standard practices, materials, machines and tools used in the installation and maintenance of electrical equipment and systems.
3. Knowledge of the occupational hazards associated with the trade.
4. Knowledge of the theory and principles of electricity.
5. Demonstrates exceptional skill in the use of tools, testing devices, and machines used in the trade. Ability to effectively install, maintain, trace, diagnose, and repair electrical systems and equipment.
6. Ability to pick up over fifty pounds.
7. Ability to effectively read blueprints, schematic diagrams and engineering specifications.
8. Ability to effectively carry out complex technical written and oral instructions.
9. Ability to prepare and present clear and concise reports.
10. Ability to communicate effectively, orally and in writing.
11. Ability to maintain effective working relationships with employees, contractors, public officials, and the public.

MINIMUM QUALIFICATIONS:

Experience:

1. Three years of full-time or equivalent part-time paid experience as an Electrician installing and maintaining commercial electrical systems.
2. **Must be able to obtain a Master Electrician license within 12 months of starting employment.**

SPECIAL REQUIREMENT:

1. POSITION IS CONTINGENT UPON RECEIPT OF CONTINUED DEPARTMENT OF DEFENSE FUNDING.
2. THIS POSITION FALLS UNDER THE WEST VIRGINIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (PERS).
3. CONSIDERATION WILL BE GIVEN TO ALL QUALIFIED APPLICANTS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX , NATIONAL ORIGIN, POLITICS , AGE MEMBERSHIP OR NON- MEMBERSHIP INAN EMPLOYEE ORGAN IZATIO N.
4. **A pre-employment drug screen is mandatory.**

Phillip R Cantrell
Director, West Virginia Military Authority