

<b>FNSBSD JOB DESCRIPTION</b>	
<i>Job Title:</i> Laborer/Data and Communication Wire Installer	
<i>Supervisor:</i> Electrical Administrator	<i>Classification:</i> Classified (ESSA)
<i>Days/Months:</i> 12 months	<i>Grade:</i> 3

**Job Summary**

Installs data/communication wire from network closets, through ceilings, to various locations in schools.

**Essential Job Functions**

Installs rings for the purpose of pulling cable.

Reads drawings and wire pulling schedule to determine where to identify and install cable.

Identifies the cables by using a label maker.

Extends existing cable tray system if needed.

Drills holes from hall to rooms requiring data cable.

Loads reels of wire onto wire pulling cart.

Reports footages of cable used on a daily basis.

**Non-Essential Job Functions**

May be required to drill holes in concrete or wood.

Perform other job-related duties as assigned.

**Equipment Used**

Hand tools, drills, rotor hammers, label maker, ladders, man lifts, scaffolding, a van, or truck.

**Independent Decisions**

No independent decision making expected. The employee will be working as part of a crew under the direction of a journeyman electrician.

**Primary Working Contacts**

Facilities management personnel.

**Responsibility for Cash, Equipment, Safety**

None.

**Supervision Received and Exercised**

None given; supervised by the electrical administrator.

**Unusual Working Conditions**

Extreme temperatures and humidity may be encountered in mechanical spaces. Work from ladders, man lifts, or scaffolding in tight spaces. Exposure to winter temperatures while carrying tools and material from the truck into the building.

## **Evaluation**

Annual written evaluation.

## **Physical and Mental Demands**

The physical demands of this position require frequent standing, walking, sitting, speaking, and hearing. Requires visual acuity to operate equipment and read technical and safety information. The employee is regularly required to reach with his/her hands and arms and occasionally lift items weighing up to 50 lbs. at least waist high. Must be able to use carts, ladders, dollies, and stools to assist in moving or shelving items. Must have physical fitness, strength, agility, and stamina to work on ladders, scaffolding, and roofs; be able to be on their feet for prolonged periods, and to do light to medium manual tasks such as digging, snow shoveling and furniture moving in a safe manner. Must have dexterity of hands and fingers to operate tools and equipment. Repetitive motions with wrists, hands, and fingers may also be required. Additionally, the employee must be able to communicate by oral and written means in an appropriate business manner and have cognitive skills to understand instructions, readily recall facts and details, handle conflict, and make effective decisions under pressure.

*The Fairbanks North Star Borough School District is committed to providing reasonable accommodations, according to the applicable state and federal laws, to all individuals with qualified physical or mental disabilities.*

## **Job Qualifications**

The following are required:

1. High school diploma, or equivalent.
2. High school level math skills.
3. Must be able to read, speak, and understand the English language.
4. Good written and verbal communication skills; strong self-motivation skills.
5. Ability to work well with others.
6. Ability to work for long periods of time on a ladder.
7. Ability to make simple mathematical calculations.
8. Ability to maintain a high level of safety consciousness at all times.
9. A valid Alaska Driver's License is required.
10. Must be able to obtain a pass on to Fort Wainwright and Eielson Air Force Base.
11. Must be dependable, one absent crew member can significantly reduce productivity.
12. Must be able to work all shifts.

The following is preferred:

1. Electrical or data/communications experience.

## **Additional Job Information**

Fairbanks North Star Borough School District employees must possess the ability to read and write in English. This includes the ability to communicate in English with school staff, coworkers, and the public. Employees must also have the ability to comprehend and carry out oral and written directions and understand and follow English instructions and written documents.

**The Fairbanks North Star Borough School District is an Equal Opportunity Employer.**