

# ELECTRICIAN

Public Works | Pollution Control | Treatment



## JOB RESPONSIBILITIES

The Terrebonne Parish Consolidated Government's Electrician is responsible for performing instrumentation and electrical installation, troubleshooting, repair, and preventive maintenance to ensure the continuous and safe operation of twelve (12) wastewater treatment facilities.

### JOB OVERVIEW

#### PAY TYPE

Non-Exempt (Hourly)

#### SCHEDULE

Monday to Thursday  
*Must be willing to work overtime including nights, weekends, and holidays.*

#### SHIFT

6 a.m. – 4:30 p.m.

#### LOCATION

Pollution Control Facility – St. Louis Canal Road

#### REPORTS TO

Sewerage Supervisor - Treatment

#### PHYSICAL DEMANDS

Lift over 50 lbs. (heavy)  
Routine bending, climbing, and confined space entry

#### WORK ENVIRONMENT

Works in an industrial treatment plant environment that involves indoor and outdoor operations, exposure to mechanical equipment, chemicals, odors, and varying weather conditions, and requires adherence to strict safety protocols while performing physically demanding and safety-sensitive tasks.

#### EMERGENCY EVENTS

Required to work during emergency events.

#### REQUIREMENTS

Valid Louisiana driver's license

LA DHH-OHP Wastewater Treatment IV certification or the ability to obtain

In this role, the incumbent will be expected to diagnose and resolve electrical system failures, maintain motors, control panels, PLCs, VFDs, generators, and instrumentation, perform scheduled inspections and testing, maintain accurate documentation, and ensure all work is completed in compliance with applicable electrical codes, safety regulations, and facility operating procedures while supporting plant operations and emergency response needs.

The Electrician must comply with all safety regulations and procedures, including the proper use of PPE, lockout/tagout procedures, confined space protocols, and chemical handling requirements.

### JOB DUTIES

- Install, inspect, maintain, troubleshoot, and repair electrical and instrumentation systems at wastewater treatment facilities, lift stations, and related infrastructure.
- Diagnose and repair electrical failures affecting treatment processes, motors, pumps, generators, motor control centers (MCCs), control panels, and power distribution systems.
- Perform preventive and corrective maintenance on single- and three-phase electrical equipment, including motors, VFDs, PLCs, SCADA components, and associated instrumentation.
- Test, calibrate, and inspect flow meters, float switches, generators, chemical alarm systems, lighting systems, and underground diesel storage tanks.
- Perform scheduled amperage checks, corrosion control inspections, lubrication of motor bearings, and operational testing of electrical systems.
- Update and maintain accurate electrical schematics, as-built drawings, maintenance records, and electronic work orders.
- Obtain quotes, prepare requisitions, inventory electrical parts, and coordinate with the warehouse for replacement materials.
- Participation in emergency response activities, such as responding to electrical failures impacting plant operations after hours.
- Assist mechanical teams, operators, and contractors with electrical troubleshooting, equipment replacement, conduit locating, and flow adjustments as needed.
- Perform Lockout/Tagout procedures and ensure strict adherence to NEC requirements, safety regulations, and departmental policies.
- Provide guidance or informal training to helpers, operators, or other staff related to electrical safety or systems.
- Attend daily task meetings, required training sessions, and successfully complete prescribed examinations and certifications within established timeframes.
- Operate and maintain an assigned vehicle and respond to emergency call-outs as required.
- Participate in quarterly One-on-One meetings with Supervisor.

## JOB DUTIES CONTINUED

- Complete all required annual trainings—including ethics, harassment prevention, diversity, and cybersecurity—in accordance with organizational and regulatory standards.
- Ensure all duties and responsibilities are performed with integrity, professionalism, and in good faith, consistently upholding and protecting the interests, reputation, and assets of the Parish government.
- Perform any additional task as required by Supervisor.

## SKILLS AND QUALIFICATIONS

- **Leadership Skills:** Must demonstrate the ability to work independently, take initiative during troubleshooting and emergencies, and provide guidance or support to operators, mechanics, and contractors to ensure safe and efficient completion of electrical work.
- **Time Management:** Ability to prioritize routine maintenance, respond promptly to system failures, manage multiple work orders, and meet operational deadlines with minimal supervision.
- **Analytical Skills:** Must possess strong analytical abilities to diagnose complex electrical and instrumentation issues by interpreting data, schematics, control logic, and system performance indicators.
- **Communication Skills:** Strong verbal and written communication skills to effectively communicate technical information, safety requirements, and work status verbally and in writing to supervisors, operators, vendors, and contractors.
- **Organizational Skills:** Ability to maintain accurate records, manage tools and parts inventory, track inspections and maintenance schedules, and keep documentation current in electronic work order systems.
- **Technical Skills:** Must demonstrate advanced proficiency in electrical and instrumentation systems, including motors, MCCs, PLCs, VFDs, SCADA components, and generators, as well as proficiency in Microsoft 365 applications, including SharePoint and Planner, for electronic work orders, documentation, communication, and coordination of maintenance activities.
- **Qualifications:**
  - High school diploma or equivalent (GED) required.
  - Three (3) to five (5) years of experience in the electrical trade, preferably in industrial, utility, or wastewater treatment environments.

