



CORRECTIONAL OFFICER SPECIALIST – ELECTRICIAN

General Summary

Correctional Officer Specialists work within a specific operations and maintenance specialty, in addition to working as a Correctional Officer. This position will ensure all maintenance of the facilities' electrical systems are maintained and in working order, and that work is in accordance with all relevant codes.

Correctional Officer Specialist - Electrician

Jobcode: PCSE15

Pay Band: CD

FLSA Status: Non-exempt

Distinguishing Characteristics

This is the sole level of the Correctional Officer Specialist – Electrician position.

Recommended Education and Experience for Full Performance

High School Diploma or equivalency, two (2) years' experience installing, maintaining and repairing electrical systems to include wiring, equipment, and/or fixtures, in accordance with applicable National Electric Code, as modified by 2008 New Mexico Electrical Code 14.10.4.

Minimum Qualifications

High School Diploma or equivalency and one (1) year of experience installing, maintaining and repairing electrical systems to include wiring, equipment and/or fixtures in accordance with applicable National Electric Code, as modified by 2008 New Mexico Electrical Code 14.10.4

Essential Duties and Responsibilities*

- Maintains and repairs any lighting or electrical systems throughout a prison facility.
- Supervise inmates when required.
- Works with Property Control Division and Physical Plant manager on all repair projects, as necessary.
- May be required to supervise inmates' work and perform the duties of other trades, as required.
- Directs and participates in installation, alteration, repair, and maintenance of electrical systems, and related equipment.
- Supports systems of medium to high voltage electricity in a prison facility, including breaker boxes, lights, perimeter lighting, repair of all electrical failures, wiring of motors, fans, pumps, and any equipment requiring electricity.

Bargaining Unit: Correctional Officer Specialist – Electrician: May be represented.

Statutory Requirements: Must be licensed in accordance with Construction Industries Licensing NMSA 60-13-1 – 60-13-9 and NMAC 14.6.4.8

Conditions of Employment: This position is safety sensitive. Employment is subject to a pre-employment and random drug testing in accordance with all terms and conditions of federal and state rules and regulations regarding alcohol and/or drug testing. In addition, candidates must pass pre-employment Academy screening. Successful completion of the New Mexico Corrections Academy within one (1) year of hire is required. Must possess and maintain a valid New Mexico Driver's License. The applicant must be a U.S. citizen, must be at least 18 years old, have a least a high school education or its equivalent, be of good moral character, have not been convicted of a felony in the courts of this or any state or in the federal courts, and successfully pass any

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physical and aptitude examination the department may require. Employment is subject to a pre-employment background investigation and is conditional pending results.

Working Conditions: Work is performed in a prison setting with inmate contact and supervision of inmates.

Established: 4/27/2016

Revised:

**Essential Duties and Responsibilities are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of duties. Classification description subject to change. Please refer to SPO website (www.spo.state.nm.us) to ensure this represents the most current copy of the position.*