Downloaded from <https://www.velvetjobs.com/job-descriptions/electrical-maintenance>

# Example of Electrical Maintenance Job Description

Our company is hiring for an electrical maintenance. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for electrical maintenance

* Installing, dismantling and inspection of electrical, electronic, mechanical, HVAC, and material handling equipment
* Diagnosing and solving problems involved in the operation of the equipment and system components
* Recommending modifications to designs as needed
* Assists other technicians in the performance of maintenance activities and/or providing training/guidance
* Isolates malfunctions using established tools and techniques, performs preventive and corrective maintenance on equipment, and returns faulty equipment to operating condition
* Electronically logs scheduled inspection reports of the operating equipment, fixed building equipment and building structures, maintenance, repairs and other records and schedules
* Safely performs assigned tasks competently and efficiently
* Performs job tasks for the planning and execution of shutdowns/outages
* Responsible to maintain up to date spare parts and drawings
* Provides communication to maintenance and production groups to maintain and enhance equipment reliability

## Qualifications for electrical maintenance

* Familiar with common mechanical, electrical, hydraulic components, PLC
* Minimum of 1 year of Electrical experience in an industrial manufacturing environment
* Standard work week is 48 hours
* Control Systems – Ladder Logic Trouble shooting & programming (Rockwell Automation, Fanuc, Allen Bradley, Siemens)
* Minimum of a 2-year post-secondary degree, with preference for degrees in electrical or instrumentation
* Preference for candidates with working knowledge in electrical maintenance in an industrial or mining environment