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# Example of Relay Technician Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of relay technician. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for relay technician

* Perform "hands on" wiring and general electrical work behind energized relay panels, including the installation of temporary and permanent relays, metering
* Approves new wiring and existing wire changes to assure that engineering design requirements are accomplished and protection schemes will function as designed
* Assists in the development and training of newer technicians and engineering trainees through on-the-job training and classroom instruction when applicable
* Performs repairs and calibration on these relays when necessary
* Practices and ensures that safe work methods and procedures are being utilized in all aspects of daily activities
* Performs maintenance and operational tests on Power Supply's generator protective relays, when requested
* Performs scheduled routine maintenance tests of electro-mechanical, electronic and solid state relays
* Test and calibrate electro-mechanical relays on a three-year cycle
* Test and calibrate micro-processor-based relays
* Keep documentation on all relay settings, locations and types

## Qualifications for relay technician

* Certified journey level Electrician
* Certified Electrical Engineering Technologist with a focus/specialization in power systems or Journeyman Power System Operator Certificate
* Strong working knowledge of various IED models from manufacturers such as SEL, GE Multilin, Areva/GEC Alstom
* Working knowledge of the theories and working practices of a journeyman electrician
* Able to read and decipher electrical schematics and wiring diagrams, relay one-lines, 3 lines, and Logic diagrams, perform troubleshooting from these drawings
* Experience in microprocessor relays