**Employer:** **Position:** Electrician Intern

**Location:**

**Preferred Interest:** Electrical, Engineering, Construction, Arts

**Availability:** *5- 15 hrs./week when school is in session with the option for full-time during summer*

*Students will work in this internship to develop competencies and knowledge in the Electrical industry to better discern a career as an Electrician or an Electrical Engineer. Students will start by observing and learning and progress to executing tasks as directed by their supervisor. Students will be expected to meet the same criteria as full-time employees regarding a drug-free workplace, maintaining confidentiality, and meeting the requirements of their particular position in the hours employed. Employer will be expected to comply with providing a safe work environment according to the Occupational Safety and Health Administration (OSHA) and compliance with Federal and Ohio Minor Employment Laws if the student is under 18.*

**Position Summary:**

The Apprentice Electrician position is an entry-level position and does not require previous electrical experience but meets the company requirements to perform field type electrical work. The Apprentice Electrician is responsible for performing a range of industrial, theatre, commercial, and residential jobs. Customer-based activities require individuals who possess decisiveness, initiative, tact, judgment, integrity, dependability, and the ability to communicate in a technically credible manner.

**Essential Duties and Responsibilities:**

* Learn and understand the basics of the National Electrical Code.
* Understand and follow the electric safety guidelines.
* Learn blueprint reading and design.
* Learn and perform Branch circuit lighting and power installation and finishes.
* Troubleshoot and resolve electrical circuit issues.
* Increase electrical circuit efficiency through mathematical calculations by measuring input and output levels.
* Perform basic electrician activities while demonstrating proper care of tools, equipment, and materials.
* Perform progressively more difficult roles under the supervision of an electrician.
* Learn the name types and use of tools, equipment, technology applications and materials.
* Make sure that workstations are cleaned at all times.
* Assist in wire pulls.
* Learn and perform fixture installation.
* Learn and perform the basics of conduit bending up to 1".
* Learn, perform, and understand Prefabrication.
* Assist with other duties assigned.

**Preferred Qualifications:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

* EDUCATION AND EXPERIENCE – Currently enrolled in High School, interested in exploring an Electrician or Electrical Engineering career path.
* ADVANCED COMPUTER SKILLS - Basic working proficiency in Microsoft Word and Excel and experience communicating through email
* COMMUNICATION SKILLS - Excellent verbal and written communication skills. Ability to read and write correspondence.  Ability to speak professionally and effectively with customers and/or other employees.
* MATHEMATICAL SKILLS - Ability to add, subtract, multiply, and divide.
* REASONING ABILITY – Good verbal and reading skills, including reading and applying manufacturers' instructions and communicating with customers.
* CERTIFICATES, LICENSES, REGISTRATIONS – Valid driver's license, pass Drug Screen and Physical

**Educational Goals:**

* Exposure to multiple Electrical professionals and career opportunities.
* Develop professional communication skills in phone conversations, including using complex phone systems and writing via email exchanges and technology solutions.
* Enhance Microsoft Office and data entry skills.
* Develop active listening skills by giving full attention to what other people are saying, taking time to understand the points being made, asking appropriate questions to identify the root cause through iterative questions, and understanding the severity of a problem.
* Develop critical thinking, decision-making, and problem-solving skills by using logic and reasoning to identify the risks and rewards of alternative solutions, conclusions, and approaches to problems, identifying patterns, and identifying opportunities for improvement and increasing revenue.
* Safety awareness by learning how to identify potential hazards and work safely.
* Learn ISO standards and relevant industry-specific standards (e.g., OSHA).
* Exposure to Electrical tools and equipment and knowledge of when and how to use them.