



<b>JOB TITLE</b>	PV Technician II	<b>EFFECTIVE DATE</b>	January 15, 2016
<b>REPORTS TO</b>	Field Supervisor	<b>SUPERVISES (Y/N)</b>	Y
<b>DIVISION</b>	Solar	<b>EXEMPT/NON EXEMPT</b>	NON-EXEMPT
<b>DEPARTMENT</b>	Operations	<b>JOB CLASSIFICATION</b>	

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**1. Organization and Purpose**

The PV Technician I works under the direction of the Field Supervisor and/or Operations Coordinator.

**2. Scope and Impact**

Responsible for assembling and installing photovoltaic (PV) systems on roofs or other structures as directed, including measuring, cutting, assembling, and bolting structural framing and solar modules and performing minor electrical work. Oversees the on-site operations of the project.

**3. Essential Functions** include but not limited to the following:

**Job Tasks and Responsibilities**

- Works closely with the Field Supervisor and/or Operations Coordinator to determine photovoltaic (PV) system designs and configurations.
- Works closely with Field Supervisor and/or Operations Coordinator to ensure proper installation locations with proper orientation, area, solar access, and structural integrity.
- Identifies methods for laying out, orienting, and mounting modules or arrays to ensure efficient installation, electrical configuration, or system maintenance.
- Ensures proper materials and equipment are delivered to the job site.
- Keeps accurate records of all inventory items.
- Runs conduit including DC wiring through attics, drops conduit down through roofs and straps conduit to walls and roofs.
- Identifies and reports any safety concerns at the job site.
- Uses hand tools and power tools to mount solar modules, panels and/or support structures as directed.
- Assists in checking electrical installation for proper wiring, polarity, grounding or integrity of terminations as needed.
- Installs photovoltaic (PV) systems in accordance with codes and standards as directed.
- Reports any worksite injuries immediately.



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- Follows all safety regulations and guidelines including wearing personal protective equipment as required at all times. Ensures all team members are using proper protective equipment.
- Applies weather sealing to array, building or support mechanisms, understands effective weather tight sealing and notifies supervisor of any deficiencies.
- Communicates with the customer in the absence of a supervisor.
- Reports any problems or discrepancies to the supervisor in a timely manner.
- Performs semi-skilled maintenance and repair of interior and exterior fluorescent, incandescent, LED and high intensity discharge building light fixtures.
- Replaces fuses, ballasts and lamp sockets and optics and installs a variety of manufactured UL Listed retrofit kits.
- Drives company vehicles and operates other equipment such as forklifts and scissors lifts following safety recommendations.

**4. Supervisory Responsibilities**

- Does not have supervisory responsibilities but directs the work of the Light Technician I and PV Technician I on the job site.

**5. Other Duties and Responsibilities**

- Performs all other duties as assigned.

**6. Job Requirements**

**Education/Experience Required**

- High School Diploma or G.E.D and one to six months related experience and/or training; or equivalent combination of education and experience.
- Previous experience a plus.

**Technical Skills Required**

- Ability to use small power tools.



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- Ability to apply common sense understanding to carry out detailed written and oral instructions.

**Interpersonal Skills**

- Excellent communication and customer service skills.
- Must work well in a team environment.

**Physical Demands/Work Environment**

- While performing the essential functions of this job, the employee is regularly required to stand, kneel, bend, walk, climb, use hands, reach with hands and arms, and talk or hear. The employee is regularly required to lift/move materials of 75+ pounds, occasionally overhead. The employee is occasionally required to sit. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- While performing the duties of this job, the employee is regularly exposed to high, precarious places and outdoor weather conditions. The employee regularly works near moving mechanical parts and is regularly exposed to the risk of electrical shock.
- The noise level in the work environment is usually moderate.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I, \_\_\_\_\_ have received a copy of and understand this job description.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date