

SUPPLEMENTAL QUALIFICATIONS STATEMENT
 Electrician Helper

Name: _____

By completing this form and submitting a resume or Application for Federal Employment (OF-612) your education, experience, and training will be evaluated for the Electrician Helper position. Answer all questions as carefully and accurately as possible.

Do you currently possess a Commercial Drivers License (CDL)? YES ___ NO ___

In **Section I** check the box under one of the letters A through E that best shows your knowledge, ability, experience or training.

- A. I know a little or nothing about this.
- B. I have had study or training in this.
- C. I have used my knowledge or ability, but I have been closely supervised.
- D. I have used my knowledge or ability on my own, under general supervision.
- E. I am consulted by others in different situations, or I am called upon to do unusually difficult jobs.

SECTION I: SUBSTATION ELECTRICAL EQUIPMENT					
	A	B	C	D	E
1. Ohms Law					
2. Series & parallel Circuit					
3. Magnetism					
4. Electromagnetism					
5. Induction					
6. Alternating Current					
7. Capacitance					
8. Power Factor					
9. Trade math to compute resistances and voltages					
10. Test Light					
11. Megger					
12. Ammeter					
13. Ohmmeter					
14. Voltmeter					
15. KW Power Meter					
In accordance with requirements set forth in National Electrical Safety Code, install, repair and alter wiring in:					
1. Residential buildings					
2. Commercial buildings					
3. Industrial buildings					

SECTION I: (Continued)					
	A	B	C	D	E
In accordance with requirements set forth in National Electrical Safety Code, install, modify and/or repair:					
1. Electrical fixtures					
2. Distribution panels					
3. conduit wiring					
4. Breakers					
5. Low and high voltage equipment					
6. Buzzer and call systems					
7. Flood-light equipment					
8. Electrical appliances					
9. Switches					
10. Control equipment					
11. Transformers and associated equipment					
12. Circuit breakers, relay switches, and busses					
13. Traffic lights					
14. Metering Equipment					
15. Electrical substations					
16. Power panels, switches and related equipment					
17. Applying proper grounding techniques					
18. Single phase motors					
19. Multiple phase motors					
20. Generators					
21. Power Units					
22. Converters					
23. D. C. Motors					
24. Rewinding of Armatures of motors and generators					
25. Insulated coils					
26. Dynamotors					
27. A. C. Motors					

REMARKS:

SECTION II: SHOP PRACTICE

(Use additional pages, if necessary to answer the following questions.)

- 1. Tell how you gained your knowledge of shop practice, adhering to standard practices in conserving materials, using correct parts, keeping exact tolerances, handling different situations, and “tricks of the trade.”**
- 2. If you do planning, layout, or setup, tell the kinds of work you can do this for.**
- 3. Tell about any experience that show you know about, and can apply, recent developments in shop practices.**

In **Sections III and IV** check the box under one of the letters A through E that best shows your knowledge, ability, experience or training.

- A. I know a little or nothing about this.
- B. I have had study or training in this.
- C. I have used my knowledge or ability, but I have been closely supervised.
- D. I have used my knowledge or ability on my own, under general supervision.
- E. I am consulted by others in different situations, or I am called upon to do unusually difficult jobs.

SECTION III: TOOLS OF THE TRADE					
	A	B	C	D	E
1. Wire strippers, pliers, saw, etc.					
2. Wire pulling and stretching tools					
3. Soldering irons, torches, lead-working tools, etc.					
4. Hand crimpers					
5. Battery chargers					
6. Metalworking tools (drills, files, wrenches, etc.)					
7. Pole setting tools					
8. Rigging tools					
9. Rigid conduit tools, bending hickey, pipe vise, etc.					
10. Timing devices					

REMARKS:

SECTION IV: PRINTS AND DRAWINGS					
	A	B	C	D	E
1. Able to follow simple circuit diagrams as used in installing or replacing simple switches, alarm systems, simple two-station communications systems, etc.					
2. Able to use circuit diagrams in installing or replacing generators, motors, transformers, etc., on single phase circuits.					
3. Able to use circuit diagrams for internal and external connections of complicated electrical equipment such as motor controllers, switchboxes, transformers, generators on multiphase circuits.					
4. Able to use wiring diagrams.					
5. Able to use schematics and block diagrams.					
6. Able to use assembly drawings showing how parts fit together.					
7. Able to use blueprints.					
8. Able to identify components and symbols.					
9. Able to use building plans.					
10. Able to use engineering drawings.					

REMARKS:

SECTION V. ABILITY TO WORK SAFELY: In the spaces under Column II below, provide the information requested in Column I.

I	II
Describe any safety training you have had. Indicate the length of such training and dates(s) completed.	
Describe the kinds of hazards or potential dangers you have had to work with.	
Describe any accident(s) you have had on the job. Give the date of any such accident and whether or not you were determined to be at fault.	

Electrician Helper
May 2008

After completing this form make sure that you have answered every question. Be sure that you have given complete information about your experience. You cannot be given credit for work you do not tell us about. Please certify below where indicated.

**STATEMENTS CONCERNING QUALIFICATIONS WILL BE VERIFIED;
Exaggeration or misstatements may be cause for your disqualification or later removal from service.**

CERTIFICATION

I CERTIFY that all of the statements made in this application are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Applicant's Signature and Date