

# Orange County Government – Careers Guide

## View Latest Job Posting and Apply Online – For External Applicant



**External Applicants**

Welcome to the Orange County Government career center. Employment with Orange County is more than just a job. It is a privilege to serve the public with integrity, honesty, fairness and professionalism. Each day Orange County employees develop innovative policies and deliver services that impact Central Florida and shape the future of our community.

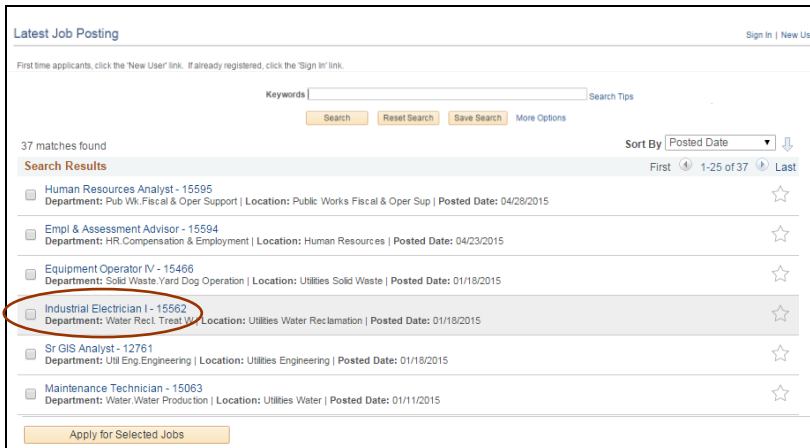
Working for Orange County Government is a public service calling. It is an honorable choice and we are glad you are considering a career in public service. Our employees play an integral role in fulfilling our mission and they are the foundation of our success. We have been consistently recognized as a "Top 100 Family Friendly Company" because we facilitate a healthy balance for employees between public service, career development and home life. Additionally, we have excellent benefits and provide competitive salaries.

If you are a self-motivated, committed to excellence, and you have a passion to serve the public, please view our current Job Openings List for career opportunities.

[Search Jobs Now](#)

Orange County is committed to providing equal opportunity in employment services.

1. Click the [Search Jobs Now](#) button.



**Latest Job Posting**

First time applicants, click the 'New User' link. If already registered, click the 'Sign In' link.

Keywords:  Search Tips

[Search](#) [Reset Search](#) [Save Search](#) [More Options](#)

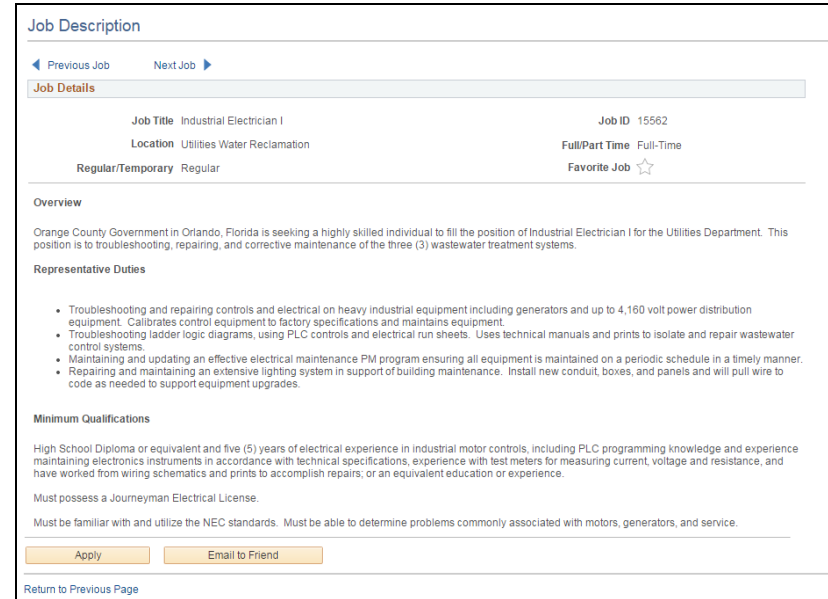
37 matches found Sort By **Posted Date** ↓

**Search Results** First 1-25 of 37 Last

- Human Resources Analyst - 15595  
Department: Pub Wk, Fiscal & Oper Support | Location: Public Works Fiscal & Oper Sup | Posted Date: 04/28/2015
- Empl & Assessment Advisor - 15594  
Department: HR, Compensation & Employment | Location: Human Resources | Posted Date: 04/23/2015
- Equipment Operator IV - 15466  
Department: Solid Waste, Yard Dog Operation | Location: Utilities Solid Waste | Posted Date: 01/18/2015
- Industrial Electrician I - 15562**  
Department: Water Recl. Treat W. | Location: Utilities Water Reclamation | Posted Date: 01/18/2015
- Sr GIS Analyst - 12761  
Department: Util Eng, Engineering | Location: Utilities Engineering | Posted Date: 01/18/2015
- Maintenance Technician - 15063  
Department: Water, Water Production | Location: Utilities Water | Posted Date: 01/11/2015

[Apply for Selected Jobs](#)

2. Click the Job Title link to view the job posting description.



**Job Description**

[Previous Job](#) [Next Job](#)

**Job Details**

Job Title	Industrial Electrician I	Job ID	15562
Location	Utilities Water Reclamation	Full/Part Time	Full-Time
Regular/Temporary	Regular	Favorite Job	☆

**Overview**

Orange County Government in Orlando, Florida is seeking a highly skilled individual to fill the position of Industrial Electrician I for the Utilities Department. This position is to troubleshoot, repairing, and corrective maintenance of the three (3) wastewater treatment systems.

**Representative Duties**

- Troubleshooting and repairing controls and electrical on heavy industrial equipment including generators and up to 4,160 volt power distribution equipment. Calibrates control equipment to factory specifications and maintains equipment.
- Troubleshooting ladder logic diagrams, using PLC controls and electrical run sheets. Uses technical manuals and prints to isolate and repair wastewater control systems.
- Maintaining and updating an effective electrical maintenance PM program ensuring all equipment is maintained on a periodic schedule in a timely manner.
- Repairing and maintaining an extensive lighting system in support of building maintenance. Install new conduit, boxes, and panels and will pull wire to code as needed to support equipment upgrades.

**Minimum Qualifications**

High School Diploma or equivalent and five (5) years of electrical experience in industrial motor controls, including PLC programming knowledge and experience maintaining electronics instruments in accordance with technical specifications, experience with test meters for measuring current, voltage and resistance, and have worked from wiring schematics and prints to accomplish repairs; or an equivalent education or experience.

Must possess a Journeyman Electrical License.

Must be familiar with and utilize the NEC standards. Must be able to determine problems commonly associated with motors, generators, and service.

[Apply](#) [Email to Friend](#)

[Return to Previous Page](#)

If the job posting description does not match your interests, click the [Return to Previous Page](#) link.

3. If the job posting descriptions were a match for your interests and you would like to apply, click the [Apply](#) button.

**Sign In**

You must sign in to continue.

\*User Name  [Forgot User Name](#)

\*Password  [Forgot Password](#)

[Don't have a User Name or Password?](#) [Register Now](#)

\* Required Information

[Return to Previous Page](#)

- For first time applicants, click the [Register Now](#) link otherwise enter your User Name and Password and click  button.

**First Time Applicant – Register Now**

**Register**

Current employees of Orange County Government must apply using Self-Service Careers link through MyOCInfo. If you are new, you must first register in order to continue.

**Account Information**

\*User Name

\*Password

\*Confirm Password

\*First Name

\*Last Name

**Contact Information**

\*Primary Email Type

\*Email Address

Primary Phone Type

Phone  Ext

Preferred Contact Method

**Address Information**

Country

Address 1

Address 2

Address 3

City  State

Postal  County

[Already Registered?](#) [Sign In Now](#)

\* Required Information

[Return to Previous Page](#)

- Create a User Name
- Create a Password
- Confirm Password
- Enter your First and Last Name
- Enter your Email Address
- Enter your Phone
- Select your Preferred Method of Contact
- Enter your Address
- Click the  button.

**Start**   Resume   Preferences   Qualifications   Self Identification   Review/Submit

|  |

**Start - Step 1 of 6**

Applying for: Industrial Electrician I

We believe in hiring the very best. Our workplace experience sets us apart and makes us a great place to work. Our goal is to create an environment of exceptional organizational values, customer service standards, and employee satisfaction.

Attached resumes will not be used in lieu of a complete Orange County application. If your application meets the minimum qualifications of the job opening(s) a copy of your resume will be forwarded to the hiring authority along with the application. Orange County Government only accepts resumes with file extensions of ".rtf", ".pdf" or ".txt" and the maximum size of resume that can be uploaded is limited to 600KB.

Before you begin the application process, please read the agreements on this page carefully. By selecting the agreements checkbox below, you acknowledge that you accept the terms of these agreements. If you do not agree to these terms, select the Exit button.

**Agreements**

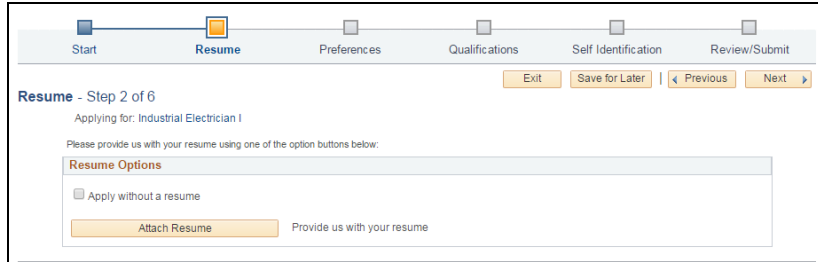
By submitting this application, I certify that the information provided is correct and complete to the best of my knowledge, and understand that falsification of this application in any detail is grounds for disqualification from further consideration or for dismissal from employment in accordance with Orange County Policy. I hereby authorize investigation of all statements I have made herein. I authorize the companies or persons named herein to give any information regarding my past employment, together with any information they have regarding me, whether or not it is on their records. I hereby release said companies or persons, and Orange County Government from all liability for any damage whatsoever for issuing or obtaining this information. I understand that if I am selected for employment I will agree to comply with all its policies, rules, and regulations.

I have read and agree to the above terms and agreements

|  |

In order to proceed, you must check ***I have read and agree to the above terms and agreements*** check box and then click the  button.

### Resume Options

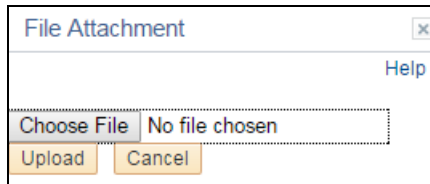


There are two resume options when applying for a job for the first time:

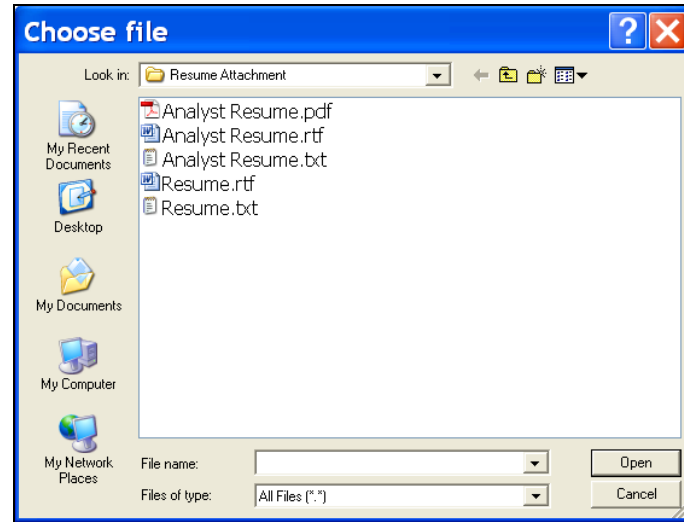
- Apply without using a resume
- Attach Resume

If you do not want to attach a resume, select "Apply without using a resume" and click Next.

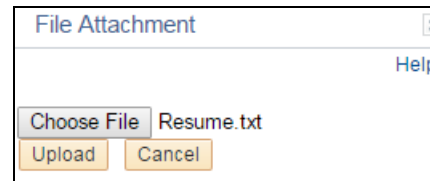
To attach a resume, select "Attach Resume"



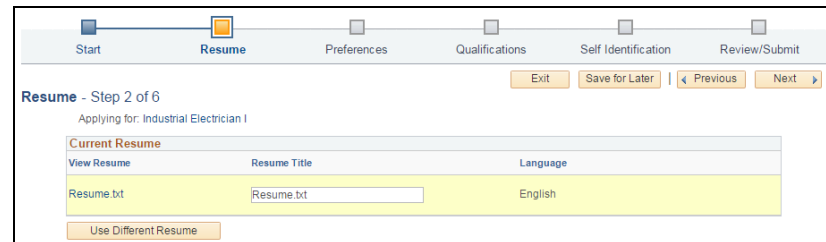
4. Click **Choose File** to find your file.



5. Select the resume attachment and click Open.



6. Click **Upload**



7. You may rename the Resume Title or click **Next** to proceed to the application.

A third resume option "Use an existing resume" is available only if a resume has been uploaded for a previous application.

**Preferences**

Complete the following sections, failure to answer all questions may result in your application not being considered for the position.

• **Personal Information**

- a. Click the Drop Down  icons to view a list of available text for that field.

• **Referrals**




- a. Click the Drop Down  icons to view a list of available text for that field.

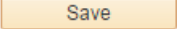


8. Click 

**Qualifications: Experience**



• **Work Experience**

Click  to add Employment History Information.

- b. Complete all fields with an asterisk (\*) to the left of the field name. These are required fields.
- c. Click the Drop Down  or Look Up  icons to view a list of available text for that field.
- d. Click  button to enter another employment information.

- e. Click  button to save your entries and go back to the previous page.
- f. Click  icon to edit or view existing work experience information.
- g. To delete work experience detail, click the  icon to the right of the Work Experience you wish to delete.

**Add Work Experience**

\* Start Date   End Date    
If currently employed, leave End Date field blank

\*Employer



\*Ending Job Title

Supervisor

Supervisor Email

Supervisor Phone

Contact Employer Hours Worked / Week  No. of Employees Supervised

Ending Hourly Rate  Currency  USD  Pay Frequency  

Reason for Leaving

Duties

Country  United States

Address 1

Address 2

Address 3

City

State

Postal

County

\* Required Information

**Highest Education Level**

Start Resume Preferences **Qualifications** Self Identification Review/Submit

Experience | Education | Accomplishments | Questionnaire

Exit Save for Later Previous Next

**Qualifications: Education** - Step 4 of 6  
 Applying for: Industrial Electrician I

Indicate your highest level of education completed by selecting a value from the drop-down list below.

Education History

Highest Education Level  G-Bachelor's Level Degree

- a. Click the Drop Down  button to view a list of available text for that field.

- 9. Click

Start Resume Preferences **Qualifications** Self Identification Review/Submit

Experience | Education | Accomplishments | Questionnaire

Exit Save for Later Previous Next

**Qualifications: Accomplishments** - Step 4 of 6  
 Applying for: Industrial Electrician I


Licenses and Certifications

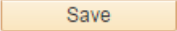


You have not added any licenses and certifications to your application.

**Qualifications: Accomplishments**

**Licenses and Certificates**


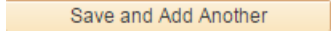
Click  button to add License or Certificate information.




- a. Complete all fields with an asterisk (\*) to the left of the field name. These are required fields.
- b. Click the Look-Up  icon to view a list of available text for that field.
- c. Click  button to enter another license and certificate information.

- d. Click  button to save your entries and go back to the previous page.
- e. Click  icon to edit or view existing license and certificate information.
- f. To delete license and certificate detail, click the  icon to the right of the License you wish to delete.

• **Language Skills**


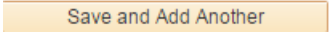
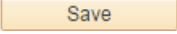
Click  button to add Language information.



- a. Complete all fields with an asterisk (\*) to the left of the field name. These are required fields.
- b. Click the Drop Down  or Look-Up icons to view a list of available text for that field.
- c. Click  button to enter another language.

- d. Click  button to save your entries and go back to the previous page.
- e. Click  icon to edit or view existing language information.
- f. To delete a language, click the  icon to the right of the Language you wish to delete.

• **Degree**

Click  button to add Education Diploma and or Degree information.

- a. Complete all fields with an asterisk (\*) to the left of the field name. These are required fields.
- b. Click the Look-Up  icon to view a list of available text for that field.
- c. Click  button to enter another education or degree information.
- g. Click  button save your entries and go back to the previous page.

- d. Click  icon to edit or view existing education/degree information.
- e. To delete education/degree detail, click the  icon to the right of the Degree you wish to delete.


10. Click 

• **Application Questionnaire**

Answer all of the questions listed. Failure to answer all questions may result in your application not being considered for the position.


11. Click 

**Self Identification (External Applicants Only)**

- Click the Drop Down  button to view a list of available text for Gender and Ethnic Group or check the box, which reads: ***I decline to provide my Diversity details.***

12. Click 

## Review/Submit Your Application

- If you are NOT ready to Submit, click the [Save for Later](#) button to save your application. You may access your application at any time through the My Activities page as long as the job posting is still open.
- To close your application without saving, click the [Exit](#) button.
- To go back to the previous sections, click the [Previous](#) button.
- To edit or make changes to the application before submitting, click the  icon.
- When you have completed filling the application, click the [Submit Application](#) button to be considered for the position.

You have completed the application process. Upon submission, a confirmation of your application will be emailed to you and a list of positions for which you have applied will be displayed.

**Note: Once you submitted your application, you will not be able to change it.**