

CLASSIFIED JOB DESCRIPTION

LEAD ELECTRICIAN

JOB SUMMARY:

Under general supervision, is the lead electrician for the trades; performs skilled journeyman level work installing electrical systems; maintains and repairs electrical wiring systems and equipment; is knowledgeable with electrical standards and codes; and performs other duties as assigned.

ESSENTIAL JOB FUNCTIONS:

- Performs as a skilled working lead, modeling and assisting others by example.
- Installs and repairs electrical distribution systems and equipment, branch circuits, fire and security systems, central clock and bell systems, and mechanical and digital lighting controls.
- Programs fire and burglar alarms, bell systems, timers, and lighting controls.
- Performs journeyman-level work installing new wiring, leads, and fixtures.
- Maintains and repairs electrical wiring system and equipment such as motors, starting equipment, switchboards, lighting equipment, etc.
- Locates trouble in wiring and electrical equipment and makes repairs.
- Recommends replacement, modification, and installation of electrical equipment and systems.
- Replaces defective equipment and wiring.
- Replaces and repairs electrical lighting fixtures and equipment such as motor driven appliances, extension cords, central clock systems, and public-address systems.
- Procures materials, supplies, and equipment.
- Reads and interprets blueprints, schematics, and specifications.
- Works from blueprints, wiring diagrams, and equipment manuals.
- Is familiar with electrical standards and codes.

POLICY STANDARDS:

- Lead Electrician - Includes only one representative journeyman from each trade.
- Serves as the lead person for the electricians in the same field.
- Responsible for planning appropriate work assignments for each assistant from work order scope and time schedule.

ESSENTIAL JOB REQUIREMENTS - QUALIFICATIONS:

- Knowledge of methods, tools, equipment materials, and means of transportation for the particular journeyman tasks.
- Evidence of successful experience as a journeyman: four years outside the District, or two years within the District.
- Ability to read blueprints, estimate time and material for job orders, train and direct efforts of others effectively, and drive a light truck or van to and from jobs.

