



GENERAL LEAD ELECTRICIAN

Job Code: 164BOE
Bargaining Unit: 22
Effective Date: 8/25/2005

Description of Work

General Statement of Duties

Supervises and participates in performing skilled trade work in installing, maintaining and repairing electrical/electronic equipment, wiring system fixtures, cables and related equipment; and performs related duties as required.

Supervision Received

Works under the general supervision of a unit supervisor.

Supervision Exercised

Exercises close supervision over lead electricians and journey-level and apprentice electricians, other skilled trades workers and laborers.

Typical Duties Performed

The listed examples may not include all the duties performed by all positions in this class.

Schedules, assigns and inspects the work of lead electricians and journey-level and apprentice electricians and other trades workers and laborers engaged in wiring projects.

Estimates work needs for major projects; requisitions supplies as needed.

Coordinates the work of several work crews assigned to projects at multiple work sites.

Performs skilled electrician work when necessary to alleviate workload or to provide special expertise to do a job.

Demonstrates the use of new materials and equipment.

Maintains records; makes reports and recommendations as necessary.

Coordinates electrical work with the work of contractors or other trades involved in repair, maintenance or construction jobs.

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Knowledge, Skills and Abilities

Considerable knowledge of the current National Electrical Code.

Considerable knowledge of the standard tools, materials, methods and safe work practices of the electrician trade.

Some knowledge of building construction methods.

Considerable ability to demonstrate work practices and to supervise multiple work crews and track multiple projects.

Considerable ability to estimate materials and labor needed to complete projects.

Considerable ability to evaluate existing conditions and to prioritize work for multiple work crews.

Considerable ability to coordinate work with other trades involved in the work.

Considerable ability to perform electrician work.

Minimum Qualifications

High school diploma or G.E.D. certificate, must meet the experience requirements to obtain a Class A master-level electrician's license, must possess and maintain a Class A master-level electrician's license issued by the State of Minnesota and must have three years of experience as a Lead Electrician or equivalent. Must possess a valid Minnesota Class D driver's license, or equivalent out-of-state driver's license, with no suspensions or revocations within the two-year period prior to the date of appointment (suspensions for parking-related offenses excluded). Please note that a candidate's driving record will be reviewed prior to an offer of employment.