

Title: Electrician Foreman
PG: 051
Status: Civil Service
Position Report to: T&D Supervisor, Energy Delivery
Department: Lakeland Electric

Class Code: 7015
Date: 10/09

GENERAL DESCRIPTION OF CLASS:

This is skilled electrical work performing and directing the construction and maintenance of a variety of electrical transmission and distribution facilities. An employee in this classification is responsible for directing electrician crews engaged in a variety of skilled electrical construction installation and maintenance work. Duties require exercising judgment and use of technical knowledge in the planning and layout of work for subordinates. Work is performed around high-voltage conductors and equipment and requires that employee exercise considerable skill in protecting himself and his crew from hazards. Work is received both in verbal and written form and the employee is responsible for completion of the orders. Work is reviewed through project reports and inspections by a superior.

ESSENTIAL FUNCTIONS:

1. Performs and directs the construction, testing, and maintenance of transmission and distribution electrical substations and related equipment.
2. Ensures that the crews follow the established safety procedures and use required protective devices and equipment and provides input on performance reviews.
3. Maintains accurate records on time, material, and equipment.
4. Participates in work activities and trains employees in skills and procedures to achieve journey level status.
5. Skilled in the use of personal computers and related software applications for testing and records.
6. Ensures that work activities are performed in compliance with state and federal environmental regulations.

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Thorough knowledge of methods, materials, and tools used in electrical connections, installations, and maintenance work.
2. Thorough knowledge of occupational hazards of the electrical trade and safety practices and procedures.
3. Knowledge and ability to apply electrical theory to circuits and equipment in transmission and distribution facilities.
4. Knowledge of first aid and artificial respiration.
5. Skill in the use of electrician tools and related testing equipment.
6. Skill in maintaining a teamwork environment and the ability to direct the work of electricians and direct jobs in a safe, efficient, and economical manner.
7. Ability to understand, follow, and communicate oral and written instructions.
8. Ability to establish and maintain effective working relationships with supervisors, co-workers, other City employees and the general public.

WORKING ENVIRONMENT/CONDITIONS:

Work that involves walking, standing, stooping, lifting, digging, pushing or raising objects and also involves exerting between 20 to 50 pounds of force on a recurring basis. The job risks exposure to environmental hazards such as dust, pollen, extreme heat and/or cold, wet or humid conditions, extreme noise levels, fumes, moving machinery, and electrical shock.

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The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception

QUALIFICATIONS (EDUCATION, TRAINING AND EXPERIENCE):

1. High school diploma or its equivalent, including training in electrical and mechanical work.
2. Two (2) years of experience in difficult and responsible work as a journey level electrician in the construction and maintenance of transmission and distribution electrical facilities.
3. An equivalent combination of education and experience related to the foregoing specific requirements may be substituted.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida Class "B" Commercial Driver's License with appropriate endorsements as required by the department.
2. Must possess and maintain a valid home telephone.
3. Must possess and maintain a current Journeymen Electrician License.
4. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.