

CITY OF REDWOOD CITY LEAD MAINTENANCE ELECTRICIAN

DEFINITION

To lead and participate in the work of a small crew of skilled electricians; perform a variety of complex and skilled work in the electrical operations, maintenance, alteration, and repair of electrical and traffic control systems, including installation of new traffic signals; and perform skilled electrician work on street lights, buildings and other municipal facilities.

DISTINGUISHING CHARACTERISTICS

This is the lead level electrician class. The position(s) in this class provides lead supervision to electricians independently in the performance of a variety of skilled electricians tasks. The Lead Maintenance Electrician performs a variety of complex and technical electrical maintenance and repair functions.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from the Traffic Engineer.

Exercise functional supervision over Maintenance Electricians.

EXAMPLES OF DUTIES – Duties may include, but are not limited to, the following:

Assign, schedule, and review the work of a small crew of Maintenance Electricians.

Assist the Traffic Engineer in developing systems and procedures for providing electrical maintenance services.

Perform electrical maintenance for traffic signals and street lights, both underground and aerial.

Install new traffic signals; repair and update old traffic signals.

Repair, service, and maintain lighting, power heating, pumps, fire alarms, and communications.

Repair, install, and make additions to existing installations of electrical systems in City buildings.

Repair and replace defective parts in switches and other fixtures and appliances.

Perform necessary construction work relative to electrical maintenance, using jack hammer, backbone, bucket truck, dump truck, concrete saw.

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Keep time and work records.

Perform skilled electrical maintenance and repair work involving municipal facilities, buildings, lighting systems, pump stations, and heating and cooling systems.

Repair and replace defective or worn electrical parts in motors, generators, pumps, controllers, switches, pneumatic systems, boilers, and other facilities and equipment.

Test, locate, and repair damaged electrical circuitry.

Inspect newly installed electrical equipment and lighting to ensure safe and satisfactory functioning.

Assist and participate in the design of electrical systems as necessary.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Techniques for organizing, scheduling, and reviewing the work of others.

Methods, materials, tools, equipment, and procedures used in the repair of electrical and mechanical devices.

Components and parts used in modern facilities lighting, water pumping systems, and heating, air conditioning, and ventilation systems.

Principles of electrical and electronic repair.

Occupational hazards and standard safety precautions necessary in the work.

Provisions of local and national electrical codes applicable to installation, maintenance and repair work.

Electrical meters, motors, testing devices, and manual and automatic electronic control equipment.

Ability to:

Oversee the work of others.

Work independently and make decisions relative to work methods and tools.

Understand and interpret written and oral instructions, including blueprints and wiring diagrams.

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Prepare and maintain records, reports, and work estimates.

Use and care for tools and equipment used in maintaining and repairing electrical and electronic devices.

Work under emergency and hazardous conditions.

Locate and correct defects in electrical power lines and equipment.

Physical Characteristics:

Must be able to perform manual labor in the course of performing electrician work; work in all types of weather and work at a considerable height above ground; and be able to lift heavy objects.

Experience and Education:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Five years of skilled experience in the installation, repair, replacement, and maintenance of electrical and electronic equipment, system, and components.

Education:

Equivalent to completion of the twelfth grade.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid California Driver's License.

Effective Date: February, 1985

Bargaining Group: Service Employees' International Union - Local 715