

City of Dallas
Classification Specification

Title:	Senior Electrician	Class Code:	58513-00
Application:	Career Series	Pay Grade:	G
Supplemental/Code:	Technical/3	Established:	10/01/10
FLSA Status:	Exempt	Revised:	10/01/10

Position Purpose

Performs highly advanced and/or supervisory (senior-level) work in the maintenance and repair of electrical equipment and circuits. Performs “hands on” work and is involved in overseeing the installation, replacement, and maintenance of electrical circuits and equipment. Supervises and is immediately responsible for the work of Electricians and other assigned personnel. Works under minimal supervision with extensive latitude for the use of initiative and independent judgment.

Essential Functions:

1. Oversees the inspection, testing, and troubleshooting of electrical equipment, lighting, and power circuits.
2. Develops plans and specifications for maintenance and renovation projects.
3. Estimates time and material used on projects.
4. Reviews the layout of electrical wiring to ensure compliance with specifications and electrical codes.
5. Inspects electrical systems, equipment, and components to identify hazards, defects, and the need for adjustment or repair to ensure compliance with electrical codes.
6. Maintains records and prepares reports on repairs and service to equipment.
7. Plans and oversees the installation of electrical systems.
8. Plans long-range electrical maintenance programs.
9. Supervises and trains staff evaluating employee’s performance; counseling or assisting employees, advising on selection and termination of employee.
10. Establishing work priorities, scheduling and assigning work.
11. Verifying/approving material requisitioned, planning and conducting training programs for assigned employees or staff
12. Performs related work as assigned.
13. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills and Abilities Required to Perform Work

Knowledge of general principles and theory of electricity and of safety regulations.

Basic knowledge of wire sizes, color codes, and proper methods used in making splices and connections.

Skilled in the use of tools.

Ability to oversee maintenance or electrical repairs; to diagnose malfunctioning units; to maintain records; to communicate effectively; and to plan, assign, and/or supervise the work of others.

Ability to read and interpret wiring schematics and blueprints.

Ability to use ordinary electrician's tools.

Ability to install and repair electrical conductors.

Ability to establish and maintain an effective working relationship with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

Working Conditions and Hazards

Works inside and outside.

Work involves standing, climbing, walking, sawing, stooping, lifting, carrying tools and equipment, and pulling cable.

May work night and weekend shifts on rotating basis.

May be exposed to inclement weather during emergencies.

Frequently subjected to injury of hands and feet and serious injury or death from falling or electric shock.

Registration, Certification, or Licensure

May require appropriate licensure from the Department of Licensing and Regulation.

May require appropriate hours of on-the-job training and pass an examination issued by the Department of Licensing and Regulation.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.