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Specifications for the Class:

ELECTRICIAN SUPERVISOR I

Duties Summary:

Supervises a group of several skilled electricians in the repair, maintenance and installation of electrical systems and equipment; and performs other related duties as assigned.

Distinguishing Characteristics:

This is the first level full supervisor in the series.

This class differs from that of Electrician II in that the Electrician Supervisor I plans, lays out and inspects the work of a group of several skilled electricians and perhaps other workers on a substantially full-time basis and only occasionally may perform skilled electrician work; the Electrician II spends a majority of the work time in performing skilled electrical work and, in addition, supervises other skilled electricians.

This class differs from that of Electrician Supervisor II in that the Electrician Supervisor I is the immediate supervisor of a group of skilled electricians and plans, lays out and inspects the work of the group on a substantially full-time basis; the Electrician Supervisor II supervises through subordinate supervisors a large work force of skilled electricians and perhaps other workers in a large electrical maintenance activity.

Examples of Duties: *(Positions may not be assigned all of the duties listed nor do the examples necessarily include all the duties that may be assigned. The omission of specific statements does not preclude management from assigning such duties if such duties are a logical assignment for the position. The classification of a position should not be based solely on the examples of duties performed.)*

Plans, lays out, assigns and inspects the work performed by a crew of workers engaged in installing, servicing and maintaining electrical equipment and wiring systems; inspects installations, equipment and wiring systems for needed repairs; estimates cost of labor, supplies and materials; determines priority of work to be performed; plans electrical installations; reads and interprets blueprints and wiring diagrams of circuits and equipment; submits requisitions for electrical supplies, materials, tools and equipment; provides for servicing and maintenance of communication systems; plans safety programs and enforces safety regulations; and maintains records of activities and prepares reports.

Minimum Qualification Requirements:

License Required: Applicants must possess a valid State of Hawaii Journey Worker Electrician License, Journey Worker Industrial Electrician License, Supervising Electrician License, or Supervising Industrial Electrician License.

ELECTRICIAN SUPERVISOR I

Experience Requirements: Two (2) years of experience as a licensed electrician. At least one (1) year of such experience must have involved supervising the work of other journey level electricians, which included planning, scheduling, assigning and evaluating their work.

Knowledge of: Practices and methods in the electrical trade, including safety procedures and electrical code; the tools, equipment and materials used in the electrical trade; and principles and practices of supervision.

Ability to: Plan, lay out, assign and review the work of a group of several skilled electricians; develop a schedule of preventive maintenance, and determine the need for electrical repairs; read and interpret blueprints, sketches, manuals and other materials; estimate time and materials needed to complete electrical work, and keep records and make reports; understand, give and follow oral and written instructions; and deal effectively with other supervisors in organizing and expediting work.

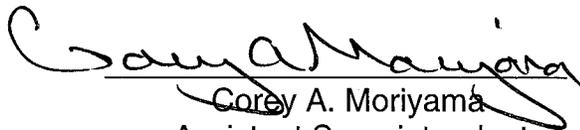
Physical and Medical Requirements:

Applicants must be able to perform the essential duties and responsibilities of the position effectively and safely, with or without reasonable accommodation.

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This is an amendment to the specifications for the class ELECTRICIAN SUPERVISOR I, which were approved on March 21, 2006.

DATE APPROVED: 4/25/2013

  
Corey A. Moriyama

Assistant Superintendent  
Office of Human Resources

EFFECTIVE DATE: 4/25/13