Supervisor, Electrical Distribution

Job Code 50032373

General Description
The purpose of this position is to lead and ensure the maintenance and operations of the campus 601V to 25kV electrical distribution systems, the thermal plan electrical systems, and the personnel performing the activities are conducted in a safe and reliable manner.

Examples of Duties
Supervise and perform the active operation of and maintenance of the campus medium voltage electrical distribution system.
Coordinate an active and updated preventative maintenance (PM) program for electrical distribution system and all thermal plant electrical systems.
Conduct construction inspections.
Provide daily, weekly and monthly work assignments to employees.
Monitor completion and quality of work.
Make hiring recommendations.
Ensure employee training requirements are met.

Knowledge, Skills, and Abilities
Knowledge of:
basic mechanical concepts; use of various electrical test equipment; computer and software for the purposes of maintaining records, generating reports and communicating electronically; standard safety practices and equipment.

Skill in:
effective communication; establishing rapport with faculty and staff; preparing and conducting training; delegating responsibilities to others; effectively working with others and motivate output.

Ability to:
read and interpret university policy; problem solve; perform basic math; utilize ladders, scaffolding, various tools and equipment safely. prepare manuals and reports.

Experience and Education
To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements