Supervisor, Electricians

Job Code 50018513

General Description
Oversee the supervision of the Electric Shop personnel for the university.

Examples of Duties
Supervise and oversee the work of the Electricians.
Assign and prioritize work.
Organize and maintain the Electric Shop maintenance schedule.
Properly train on new equipment, technology and electrical safety.
Assist elevator maintenance contractor as needed.
Review plans and drawings for renovations, upgrades, remodels, and new construction projects.
Inspect proper operation of high voltage switches, transformers, vaults, manholes, meters, and safety equipment.
Inspect works in progress and finished projects.
Perform other duties as assigned.

Knowledge, Skills, and Abilities
Knowledge of: University policies and procedures; faculty and staff rules and regulations; construction standards, codes, laws, and regulations; employer procedure for electrical repairs, renovations, etc.; use of electric tools and vehicles.

Skill in: Preparing clear, concise, and grammatically correct reports; establishing rapport with faculty and staff, coordinating effective management of projects; operating a personal computer and related software; problem solving and decision-making; managing projects and personnel.

Ability to: Read and interpret manuals; perform basic math; delegate responsibilities to others; communicate effectively with crew members; diagnose and repair electrical systems.

Educational Experience
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
Must have a State of Texas Journeyman Electrician License.