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## FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

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**Job Family:** Trades

**Class Series:** Electrician

**Grid:** MA35

**Class Title:** Head Electrician

### **I. Level Definition**

Positions at this level spend the majority of the time performing skilled electrical work at the journeyman level in the installation, construction, alteration, troubleshooting, maintenance, repair and/or service of electrical equipment and systems, in compliance with applicable codes and regulations. Supervises designated Electricians and Electrician apprentices.

### **II. Typical Duties**

- (1) Supervises designated Electricians, Electrician apprentices, as well as Maintenance Workers by performing duties such as scheduling and coordinating work assignments, inspecting completed work projects to ensure conformance with established standards, applicable codes and regulations. May, as required, provide work direction to other trade-related journeyman for work requests/projects. Evaluates employee performance and determines related training and orientation requirements. May establish and oversee a preventative maintenance program.
- (2) Reviews work requests and consults with user departments regarding specifications and other project requirements; interprets blueprints drawings and specifications to determine the required materials and equipment; calculates materials and labour in estimating the cost of projects and makes recommendations as required.
- (3) Prepares for work projects by performing operational and safety risk assessments, arranges work schedules with user departments, and assembles supplies, tools and equipment.
- (4) Installs electrical wiring and equipment; alters and repairs circuits, equipment and appliances; makes connections to new equipment and appliances. Performs diagnostic correction and repair utilizing recognized methods which may include the use of computer software.
- (5) Carries out safety checks on equipment, appliances, motors and controls; ensures compliance with applicable codes and regulations.
- (6) Maintains an inventory of supplies, equipment and tools; completes related reports and records; recommends purchase of related supplies and equipment.
- (7) Performs other related duties as assigned.

### **III. Qualifications**

#### **(1) Education, Training and Experience**

Certificate of Apprenticeship or Trades Qualification Certificate as a journeyman Electrician recognized by the Province of BC. Four years' recent, related experience or an equivalent combination of education, training and experience.

#### **(2) Skills and Abilities**

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to supervise.
- (v) Ability to read and interpret blueprints, drawings and specifications.
- (vi) Ability to organize work.
- (vii) Ability to operate related equipment.