



**CITY OF LONG BEACH
CLASSIFICATION SPECIFICATION**

TITLE: ELECTRICAL SUPERVISOR

DEFINITION: Under general supervision, plans, supervises and participates in the work of a crew of journeymen electricians and helpers engaged in a variety of electrical work.

EXAMPLES OF DUTIES:

- Plans, schedules, lays out, assigns and supervises the work of one or more crews engaged in the installation, maintenance, testing and repair of a wide variety of electrical systems and equipment, including such specialized electrical installations as street lighting, traffic signals, airport runway and taxiway lighting, carbon monoxide analyzing and recording systems, pneumatic tube system controls, gaseous discharge light sources and their auxiliary equipment;
- Determines job requirements, estimates material and labor costs, and requisitions materials;
- Establishes operating procedures and work standards;
- Reviews work in progress and upon completion;
- Develops and maintains safe work practices and enforces strict conformance to safety regulations;
- Ensures that crews are properly supplied with materials, tools and equipment;
- Inspects electrical installations constructed for the City under private contract;
- Supervises a system for providing emergency repair service;
- Plans and designs electrical installations and special equipment;
- Trains new employees, evaluates work performance of assigned personnel, and recommends disciplinary actions;
- Keeps records and prepares simple reports;
- Performs other related duties as required.

REQUIREMENTS:

Open to City employees who have one year of service as a City Electrician, a valid certificate as a journeyman electrician and a good knowledge of all duties of the classification.

A satisfactory efficiency rating.

A valid motor vehicle operator's license.

DESIRABLE QUALIFICATIONS:

Knowledge of the principles and practices of the electrical trade; working knowledge of municipal street lighting systems and other electrical installations in municipal public works; ability to review plans and estimates and supervise the work of electrical wiring

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and apparatus; ability to direct general maintenance and emergency repair work; ability to prepare clear legible and concise written reports; the ability to work well with others and exercise supervisory responsibility.

HISTORY:

Approval/Adoption Dates: 11/29/72