



**CITY OF LONG BEACH  
CLASSIFICATION SPECIFICATION**

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**TITLE: PLAN CHECKER - ELECTRICAL**

**DEFINITION:** Under direction, plans, develops and maintains a system of checking electrical plans, specifications and permit applications, and checks plans for compliance with applicable laws and ordinances.

**EXAMPLES OF DUTIES:**

- Plans, develops and maintains a system of checking electrical plans, specifications and permit applications, and checks plans for compliance with applicable laws and ordinances;
- Establishes procedures for acceptance and processing of plans and permits;
- Checks plans, obtains corrections, grants approvals, computes fees, approves changes, and coordinates other plans processed by the department;
- Consults with and advises electrical engineers and designers on electrical plans, code problems and complex installations;
- Reports on matters involving electrical demand factors for buildings and structures, and the testing and determination of the effectiveness of groundings;
- Prepares calculations for prediction of demand of proposed building and structures;
- Consults with electrical engineers and contractors to resolve field problems;
- Advises Electrical Inspectors in the inspection of complex installations;
- Prepares electrical ordinance changes as requested;
- Prepares and conducts examinations of journeyman electricians and homeowners;
- Keeps records and prepares correspondence and reports;
- Performs other related duties as required.

Approval/Adoption Dates: 09/01/74