

G. V. R. D.

TITLE: ELECTRICAL FOREMAN

POSITION DESCRIPTION

NO: 450

DATE: January 1983

PURPOSE OF POSITION:

TO PLAN, ALLOCATE, COORDINATE AND SUPERVISE (AND PARTICIPATE IN) THE WORK OF A GROUP OF QUALIFIED ELECTRICIANS THROUGHOUT GVRD FACILITIES.

DUTIES: (The duties described hereunder are intended to be representative of the position and are not to be considered as all-inclusive,)

Plans work procedures, allocates, coordinates, supervises and participates with work of small group of journeymen electricians engaged in electrical work such as: troubleshooting, new installations work, maintenance and update of existing ones, fabrication, wiring and installation of control systems, motors, solid state, maintenance of incandescent, fluorescent, high discharge lighting, low, medium and high voltage power equipment, etc.

Submits work progress reports, requisitions supplies and equipment, prepares cost estimates, recommends on disciplinary actions, prepares time and equipment sheets.

Assists in training of apprentices.

Keeps up to date on new methods and techniques, safety regulations.

Prepares sketches and updates drawings and prints.

Replaces superior during absences.

REQUIREMENTS: (Minimum to fill position.)

Grade 12, plus BC (or Interprovincial) Trade Qualification certificate and a minimum of 10 years experience in the electrical field, 5 of which with GVRD.

Valid BC drivers licence and health certificate for watershed entry.

Proven ability to organize, direct and supervise the work of others.

Possess Class A or B Certificate of Proficiency. Able to write reports.

Basic knowledge of motors, controls, pneumatics, electronics, solid state controls, hydraulics, computer interface, draughting. Provide own hand tools.