



REVISED: Submitted:
07/01/2019 06/11/2019

JOB TITLE:	ENGINEER (MECHANICAL OR ELECTRICAL)
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	II, GRADE 9
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8342
BARGAINING UNIT:	CLAS

SCOPE OF RESPONSIBILITIES
Assumes responsibility for directing and supervising the preparation of electrical plans and specifications for new and existing buildings; conducting inspections and coordinating the electrical requirements for all construction items, ensuring that they meet or exceed all regulations.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Directs the work of engineers in the preparation of electrical plans and specifications
Supervises the preparation of plans and specifications for new electrical projects and renovations
Engineers and designs electrical systems as required by District needs
Serves as a staff resource person to the Director Facility Planning and Mechanical/Electronic Maintenance in approving electrical equipment for new installations
Assists other support units with drawings and specifications, cost estimates, and material evaluation for work administered by the units of buildings and grounds, general maintenance and renovations, and mechanical and electronic maintenance
Conducts periodic and final inspections of electrical construction items including change orders and contract payment authorizations
Coordinates the electrical requirements for specific projects in order to ensure that the projects meet or exceed all local regulations, state codes, the National Electric Code and any utility requirements
Performs other duties as assigned by supervisor
Completes all trainings and other compliance requirements as assigned and by the designated deadline

PHYSICAL DEMANDS
The work is primarily sedentary. The work requires the use of hands for simple grasping, pushing and pulling of arm controls, and fine manipulations. The work requires the use of feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes, and gases.

MINIMUM QUALIFICATIONS
Bachelor's degree in Electrical Engineering
Five (5) years of experience in electrical engineering
Valid driver's license
Effective communication skills

DESIRABLE QUALIFICATIONS
Ability to prepare easily understood reports
Experience in a diverse workplace

Footnote
<p>This position is categorically funded and re-employment is subject to periodic review based on availability of funds and continued need for the project.</p>