

Spec. Code: 3334
Occ. Area: 01
Work Area: 170
Prob. Period: 6 mo.
Prom. Line: none
Effective Date: 05/07/97

ELECTRICAL CONSTRUCTION SUPERINTENDENT

Function of Job

Under administrative supervision from a designated administrator, to be responsible for the direction, inspection, and supervision of the work of contractors on major electrical construction projects, including primary electrical power installations and building distribution systems.

Characteristic Duties and Responsibilities

1. directs, inspects, and supervises work being done by contractors on major electrical construction projects
2. directs field and performance tests
3. interprets architects' and engineers' drawings and specifications
4. acts as liaison between contractors, architects, engineers, and the university
5. maintains progress records and reports of work in process
6. checks, verifies, and processes contractors' requests for payment and other contractual documents
7. performs other related duties as assigned

Minimum Acceptable Qualifications

CREDENTIALS TO BE VERIFIED BY PLACEMENT OFFICER

1. high school graduation or equivalent
2. five years of progressive practical experience in responsible charge, including direction, inspection, and supervision of primary and secondary power and lighting distribution installations of more than 4000 volts and 5000 kva capacity

PERSONAL ATTRIBUTES NEEDED TO UNDERTAKE JOB

1. thorough knowledge of electrical construction, materials, procedures, and hazards related to power and lighting distribution system installations
2. administrative and supervisory ability