



## Job Description

<b>Job Title:</b> Electrical Crew Leader	<b>Last Updated:</b> 9/10/19
<b>Department:</b> Electrical	<b>Direct Reports To:</b> Electrical Superintendent
<b>Status:</b> Non-Exempt	

### Job Summary:

Responsible for the management of multiple projects, training of team members, and company resources to complete Electrical installation projects consisting of mechanical equipment, components, or systems for industrial and commercial use.

### Essential Duties/ Responsibilities:

- Able to follow Industrial Technology Services policies and procedures, and lead by example
- Develop schedules and create parts lists to complete various electrical scopes of work
- Diligent in ensuring a zero accident philosophy is incorporated into all aspects of construction operations
- Capturing crew safety concerns while conducting the weekly safety meeting
- Confirm that all tools, equipment, and parts used in the execution of the work are readily available and in good repair
- Actively track the scope of work
- Address problems with manpower, safety, materials, or customers with project manager
- Effectively communicate with customers, coworkers, and management
- Ensure all jobsite requirements and responsibilities are met
- Provide trade specific training and mentoring to staff as required
- Ensure all material is ordered and onsite to avoid delays and inefficiencies
- Plan layout and installation of electrical wiring, equipment and fixtures, based on job specifications and local codes

### Job Qualifications:

- Must have a minimum of 5 years of experience with electrical work in an industrial environment
- Must have a minimum of 2 years of experience in a team lead position
- Must be able to read and interpret electrical prints
- Must always be conscientious about safety
- Reliable transportation
- Must be able to read, comprehend, interpret a written scope of work
- Must be proficient in bending and installing up to 4" RMC Conduit
- Must be thoroughly adept at understanding and implementing the National Electrical Code requirements
- Perform basic mathematical computations and use measuring tools
- Must be able to identify basic trade materials by size, shape, and functions, and safely use power tools and hand tools

**Physical Requirements of Position:**

- This position is required to do extensive walking through factory environment production areas
- Must have the ability to independently lift and carry objects safely that weigh up to 20 lbs. routinely, 50 lbs. frequently, and 80 lbs. occasionally
- Possess the ability to work skillfully with both hands constantly
- Ability to climb and maintain balance on ladders and scaffolding
- Must be able to communicate verbally and in writing with others
- Must be able to travel to the jobsites as assigned in state and out of state