

# **SNOHOMISH COUNTY JOB DESCRIPTION**

## **ELECTRICIAN - LEAD**

Spec No. 7031

### **BASIC FUNCTION**

Serves as a lead worker over the Solid Waste Electrical Section to maintain, troubleshoot, repair and service a variety of electrical and electronic equipment and systems; collect, record and track equipment usage and hours to forecast preventative maintenance needs; assigns and dispatches work to subordinates; reviews project status and ensures a safe, timely completion; opens and closes repair orders as needed.

### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Leads all non-supervisory employees in the Solid Waste Electrical Section. Plans, schedules, and evaluates the work of employees; instructs and trains employees. Dispatches and oversees work in Solid Waste Electrical Section as required.
2. Maintains daily work records and prepares written reports to superiors as required, coordinates with superiors for the preparation of and the purchase of materials, equipment and labor requirements for needed repairs and maintenance work; resolves technical problems encountered in the work; enforces safety rules and regulations; provides onsite direction and oversight to subordinate employees as required to ensure that work is carried out according to plans, specifications, work orders and applicable codes.
3. Installs, maintains, troubleshoots, and repairs all electrical systems and equipment including high voltage systems (motor control centers; hydraulic, water, and air handling motors; emergency generators; ignition systems; lighting; etc.), low voltage systems (digital and analog I/O; receptacles; fire; security; HVAC; lighting; etc.), and communication systems (ethernet; telephony; Wi-Fi; radio; etc.).
4. Installs, maintains, troubleshoot, and repairs advanced electrical systems including industrial control system (ICS), supervisory control and data acquisition (SCADA), and programmable logical controller (PLC).
5. Designs, codes, tests, troubleshoots, and adjusts PLC software to ensure safe, efficient operation of equipment.
6. Completes and maintains electrical records including permits, work orders, as-builts, and a preventative maintenance tracking system.
7. Participates in the design and construction of advanced electrical and electronic systems including specifications, plans, and standard operating procedures (SOP). Reviews electrical and electronic systems designed by consultants for technical adequacy; make periodic-inspection of contractor's work to ensure installations are constructed according to plans and specifications. Interpret blueprints, sketches, and other instructions; may draw or sketch work to be performed.

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### STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

8. Perform other electrical preventative maintenance, installation and repair duties as required.
9. Procures equipment, materials, parts and supplies; conducts research into the technical aspects of machinery and equipment. Provides purchase request information and justification as needed; reviews purchase specifications as required; oversees section inventory.
10. Installs, tests, terminates and repairs fiber optic cable and auxiliary components.

### STATEMENT OF OTHER JOB DUTIES

11. Performs other duties as required.

### MINIMUM QUALIFICATIONS

Seven (7) years of experience as a journey level electrician of which includes five (5) years of experience in the installation, maintenance and repair of advanced electrical systems, including the electrical, electronic, and mechanical components of ICS, SCADA, and PLC; including two (2) years of supervisory or lead experience in electrical work; OR, any equivalent combination of education and/or experience which provides the required knowledge and abilities. Must pass job related tests.

### SPECIAL REQUIREMENTS

A valid Washington State Department of Labor and Industries Journey Level Electrician License (EL01) is required.

A valid Washington State Driver's License is required.

A job offer will be conditioned on satisfactory results of a driver's license abstract.

Possession or ability to obtain a valid First Aid/CPR Card is required within six (6) months of employment.

Possession or ability to obtain a total of eighty (80) classroom hours of ICS, SCADA, and PLC training, with a minimum of sixteen (16) hours in each category.

Possession or ability to obtain forty (40) hour HAZWOPER certification within six (6) months of employment. Must maintain valid forty (40) hour HAZWOPER training certification while in position.

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Possession or ability to obtain confined space entry certification within six (6) months of employment. Must maintain valid confined space entry certification while in position.

Employment will be conditioned on satisfactory results of a post-offer drug screen test, a medical examination, and a Physical Capacities Evaluation performed by a qualified healthcare professional selected by Snohomish County.

### KNOWLEDGE AND ABILITIES

Knowledge of:

- lead worker methods and techniques
- the design and construction of industrial control system (ICS), supervisory control and data acquisition (SCADA), and programmable logical controller (PLC) operations and maintenance
- tools, materials, methods and techniques associated with the electrical trade
- principles and procedures of project management
- ordering practices
- relevant electrical codes
- safety rules and regulations
- defensive driving principles
- hazards associated with the work
- personal computer techniques and procedures
- basic first aid methods and procedures

Ability to:

- layout, coordinate and direct the work of subordinate employees
- perform all phases of electrical work
- diagnose and troubleshoot defects in all electrical systems and equipment and perform needed repairs
- design, maintain, and repair advanced electrical systems including various communication and data systems
- install, terminate, test and repair fiber optic cable and auxiliary components
- read, understand, and follow safety rules and regulations
- perform strenuous physical work
- use a wide variety of hand and power tools skillfully and safely under a variety of working conditions
- read, interpret and apply relevant codes
- understand and follow oral and written instructions
- maintain accurate and complete written records and prepare reports as required
- communicate effectively and professionally both orally and in writing
- read, interpret and work from a variety of blueprints, drawings, one line diagrams, sketches, and work orders

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### KNOWLEDGE AND ABILITIES (Continued)

- establish and maintain effective working relationships with superiors, subordinates, and co-workers
- provide mentoring, training and leadership to other team members as specified
- deal courteously and tactfully with the general public
- make independent decision under pressure

### PHYSICAL REQUIREMENTS

Lifts up to fifty (50) pounds on a daily basis. Must be able to work at heights up to forty five (45) feet when climbing ladders and working in man lift buckets. Required to crawl, twist, bend, squat when working on electrical systems and getting in and out of man lift buckets. Must be able to see when reading plans and specifications. Must be able to hear industrial and vehicle audible alarms. Physical dexterity is required to handle small electronic components and to splice wire.

### SUPERVISION

The work is performed under the supervision of a Solid Waste Operations Supervisor as assigned and requires considerable independent judgment by the employee. Work is reviewed through status reports, staff meetings, and results obtained which may be spot checked for technical adequacy, and conformance with work orders, plans and specifications.

### WORKING CONDITIONS

The work is performed indoors and outdoors in all types of weather at work sites throughout Snohomish County. Walking over rough terrain and working in confined spaces with hazardous gases and obnoxious odors present is required. Employees will wear County-supplied safety gear as required. Operation of a motor vehicle on public roads is required.

Work in this class involves rotating shift assignments and requires employees to work evenings, weekends, holidays, and overtime as required.

Snohomish County is an Equal Employment Opportunity (EEO) employer.  
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: April 2017  
EEO Category: 7 – Skilled Craft Workers  
Pay Grade: 243 - Classified Pay Plan – Hourly  
Workers Comp: 1501 – Hazardous