



Employee Name		Department	Streets
Position Title	Lead Electrician	Reports To	Streets Superintendent
FLSA	Non-Exempt	Unit	Non-represented
Pay Grade	12		

Purpose of Position

The purpose of this position is to train electricians, schedule, plan, perform, and direct electrical installations, maintenance, and repairs to traffic control signals, street lighting, existing circuitry and equipment in City owned buildings on a city-wide basis.

Lead Electrician will install and maintain electrical control signals, street lighting and flashing beacons, installation and maintenance of new circuits and equipment, and existing circuitry in City owned buildings and City equipment. They are responsible for emergency repairs after hours as required and directed. They may also perform street maintenance tasks. The work is performed under the supervisions of the Streets Superintendent and/or the Director of Engineering and Public Works.

Duties and Responsibilities

The following duties are normal for this classification. These duties are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Complete service calls in all locations that fall within the City.
- Train and Schedule the 2nd Street Electrician
- Complete service calls after normal working hours as required and directed.
- Troubleshoot, repair and/or replace traffic signal controllers, street lighting, and traffic signal control cabinet devices, traffic signal heads, flashing beacons, bases, standards and poles, wires, cables, concrete bases, conduit and pull boxes. Traffic signal controllers can range from electromechanical to digital microprocessor-based types. Uses computer-based testing equipment to aid in troubleshooting and correcting problems with either traffic signal or street light control systems.
- Install control cabinets, digital microprocessor-based controllers, signal heads, bases, standards, and poles. Pulls cables, wires, and fiber optics. Splices wires, fiber optics, and cable. Pours concrete bases. Installs conduit and pull boxes.
- Wires signals and lighting cabinets. Installs, maintains, repairs, and troubleshoots street lighting systems and equipment including replacing ballasts, luminaries, and electrical and electronic street lighting control equipment and systems.
- Lays out and installs detection system for actuated traffic control signals (including loop, magnetic, and magnetometer types).
- Operates test instruments (VOM, Megger, VTVM, Loop Test Meters, ammeters, underground cable locator, ground fault meter, and oscilloscope) used for troubleshooting and checking operability of electrical wiring, devices, and circuits.

- Installs and maintains existing circuitry in City owned buildings and equipment citywide.
- Installs new circuitry and equipment.
- Practices safe shop and field procedures and operates within applicable electrical codes and departmental policies.
- Prepares service reports for signal calls. Maintains daily diary and signal cabinet diaries as part of documentation and troubleshooting responsibilities.
- Maintains accurate diagrams on installation and revisions on traffic signals and street lighting projects for permanent records.
- Performs preventive maintenance on control cabinets and related traffic control equipment.
- Test traffic signal safety equipment.
- Inspect contractor installed electrical work. Determines if work meets specifications and code.
- Inspects and maintains City's Opticom system.
- Trains, oversees, and directs other employees working on electrical equipment with emphasis on safety.
- Monitors equipment conditions and recommends modifications, repairs and replacement.
- May perform utility locates for underground facilities for state units and other agencies.
- Orders supplies and replacement parts for electrical repairs.
- Assists in developing specifications for electronic equipment and controls.
- Installs and maintains shop, office, and yard light fixtures.

Additional Tasks and Responsibilities

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this classification and may also be performed by other unit members.

- Performs snow plowing/removal functions as assigned.
- Assists with building maintenance.
- Runs errands for department.
- Performs other work duties as assigned.

Minimum Training and Experience Required to Perform Essential Job Functions

- High school diploma or equivalent.
- Licensed as an industrial journeyman, journeyman, or master electrician by the Wisconsin Department of Safety and Professional services.
- Completion of an industrial or construction apprentice program, or at least four (4) years' experience, preferably in traffic control and signal equipment.

- A valid commercial driver's license (CDL) Class A or ability to successfully obtain commercial driver's license within 30 days on the job in the position.
- Must have the ability to obtain CPR and First Aid certifications.

Physical and Mental Abilities Required to Perform Essential Job Functions

Language Ability and Interpersonal Communication

- Ability to classify, compute and tabulate data and information, following a prescribed plan requiring the exercise of some judgement. Ability to compare, count, differentiate, measure and sort information, Ability to assemble, copy, record, and transcribe data and information.
- Ability to explain, demonstrate, and clarify to others within well established policies, procedures, and standards. Ability to follow specific instructions and respond to simple requests from others.
- Ability to utilize a wide variety of advisory data and information such as flow charts, electrical and wiring diagrams, blueprints, activity logs, meter readings, work orders, equipment operating maintenance manuals, electrical codes, equipment catalogs, power utility billing statements, maps and guidelines.
- Ability to communicate effectively with department personnel, contractors, other City public works departments and engineers.

Mathematical Ability

- Ability to calculate percentages, fractions, decimals, volumes, and ratios. Ability to interpret basic descriptives statistical reports.

Judgment and Situational Reasoning Ability

- Ability to use functional reasoning in performing influence functions such as overseeing, directing, leading, and teaching other employees.
- Ability to use functional reasoning and apply rational judgement in performing diversified work activities.
- Ability to exercise the judgement, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria, as opposed to criteria which are clearly measurable.

Physical Requirements

- Ability to operate equipment and machinery requiring monitoring multiple conditions and making multiple complex and rapid adjustments, such as electronic testing instruments, stroboscope, motor vehicles, aerial bucket truck, auger truck, trencher, concrete saws, air hammers, small hand tools, and electrician's tools. Ability to repair complex equipment and machinery.
- Ability to work out of an aerial bucket truck at heights of 60 feet.
- Ability to coordinate eyes, hands, feet and limbs in performing movements requiring skill and training such as assembling.
- Ability to exert required physical effort to perform moderate to heavy work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling.

- Ability to recognize and identify degrees of similarities or differences between characteristics of colors, shapes, sounds, and odors associated with job-related objects, materials, and tasks.

Environmental Adaptability

- Ability to work under frequently unsafe and uncomfortable conditions where exposure to environmental factors such as temperature variations, toxic agents, noise, wetness, machinery and may cause or causing discomfort and where there is a risk of injury.
- Ability to work with high voltage electrical equipment which may cause serious injury or death.

The City of La Crosse is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.