

**CLASS TITLE: CHIEF OF ELECTRICAL GENERATION
AND DISTRIBUTION**

**Class Code: 02311300
Pay Grade: 29A
EO Code: G**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: ; To be responsible for the operation, maintenance and development of electric generating systems and switch gear at a power plant and the electric distribution systems from the power plant to points of low voltage distribution within the buildings maintained by the Department of Administration; for the high voltage distribution system; and for operation, maintenance and inspection reports for all fire alarm systems for buildings maintained by the Department of Administration; and related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with latitude for the use of independent judgment; work is subject to review for proficiency and conformance to established rules, regulations and standards.

SUPERVISION EXERCISED: Supervises and reviews the work of electricians and others engaged in electrical inspection, installation, maintenance and repair activities; makes specific assignments and provides technical advice and assistance when necessary. Coordinates and oversees the work of contractors on modifications, upgrades and emergency repairs to electrical and fire alarm systems

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To be responsible for the operation, maintenance and development of electric generating systems and switch gear at a power plant and the electric distribution systems from the power plant to points of low voltage distribution within the buildings maintained by the Department of Administration

To be responsible for the supervision of electricians and others engaged in the installation, inspection, maintenance and repair of high voltage wires, cables, apparatus and other electrical equipment used for power alarm, communication and other related purposes in the various buildings maintained by the Department of Administration.

To be responsible for operation, maintenance and inspection reports for all fire alarm systems for buildings maintained by the Department of Administration.

To coordinate projects and assign work and materials to employees.

To analyze and interpret complex blueprints and wiring diagrams and instruct electricians on methods of construction, repair and installation.

To act as a resident supervisor, to acquire electrical permits and to review the work of electrical contractors to ascertain conformance to construction specification and the electrical and fire alarm code.

To consult with a superior regarding plans and methods for installing, maintaining or repairing electrical equipment or systems.

To make inspections of electrical installations, determine need for electrical repairs or alterations, initiate minor repairs independently and refer proposals for alterations and major repair projects to a superior for approval.

To work in conjunction with engineers engaged in preparing specifications relating to the electrical material and equipment to be used in proposed installations or construction projects.

To consult with and advise electrical contractors regarding the power available at various institutions, need for new circuits and related matters affecting construction projects.

To be responsible for the technical review of construction plans and specifications as it pertains to electrical generating and distribution and to make necessary recommendations.

To prepare requisitions for material, equipment and supplies with specifications relating to kind, size, quantity and quality of items.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILL, AND CAPACITIES: A thorough knowledge of the practices, processes and materials used in the installation, maintenance and repair of electrical generating and distribution equipment and other facilities common to institutions; a thorough knowledge of appropriate safety practices for electrical installations; a thorough knowledge of fire alarm systems and fire safety standards and reporting requirements; the ability to assist in the preparation of specifications for electrical construction and repair work; the ability to determine the type, quantity and quality of materials and equipment needed for specific projects; the ability to analyze and interpret complex blueprints and wiring diagrams; the ability to supervise and lay out complex work assignments; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a junior college with an Associates Degree in Engineering; and

Experience: Such as may have been gained through: employment involving the supervision and performance of work in connection with the installation, maintenance and repair of electrical wiring, equipment motor transformers, distribution equipment, fire safety alarm systems and generating equipment.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENTS: Must possess a masters class A and journey level class B electrician's license issued by the Rhode Island State Board of Examiners of Electricians and must maintain such licensure as a condition of employment; and

At the time of appointment, must be physically qualified to perform assigned duties as evidenced by a physician's certificate; and

Must possess and maintain a valid Rhode Island driver's license as a condition of employment.

Class Revised: November 12, 2005