

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 6276    **TITLE:** SENIOR ELECTRICIAN SUPERVISOR    **GRADE:** S-24

**DEFINITION:**

Under limited supervision, plans, coordinates, and directs the operations carried out by two or more Electronic Equipment Supervisors or Electrician Supervisors, each responsible for a crew of subordinate employees; and performs related work as required.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

The Senior Electrician Supervisor, unlike the Electrician Supervisor or the Electronic Equipment Supervisor, supervises the positions that direct the actual work performance. The Senior Electrician Supervisor is primarily concerned with overall planning and priority-setting.

**ILLUSTRATIVE DUTIES:**

Manages and supervises the installation, test, repair, and maintenance of a variety of electrical and electronic equipment systems, such as electric power and lighting systems and related fixtures, emergency electric power generators, fire alarm, and fire suppression systems, and related equipment and control devices;  
Coordinates the planning and scheduling of work within the parameters of available human resources, material, and equipment;  
Organizes and aligns the resources of the units to make the most efficient use of employee time and equipment;  
Obtains the necessary work permits and inspections and explains operational requirements to subordinate supervisors;  
Monitors work in progress to ensure that established policies and procedures are followed;  
Evaluates the work performance of subordinates and suggests areas of improvement;  
Develops and administers a program to ensure that all operations are performed safely;  
Establishes and maintains a continuing training program for all subordinates;  
Provides continuing information on budget needs for new and/or replacement equipment.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Knowledge of the principles, procedures, equipment, and tools involved in the installation and maintenance of electronic and electrical systems;  
Knowledge of the local, state, and national codes and requirements governing the relevant electronic and electrical systems;  
Ability to read, understand, and explain schematics, blueprints, and manufacturers' manuals;  
Ability to plan, organize, and direct the work of skilled trades employees through subordinate supervisors;  
Ability to make independent judgments and decisions within overall policies;  
Ability to estimate the costs of labor and material for work performed;  
Ability to establish and maintain effective working relationships with subordinates, peers, and customers;  
Ability to communicate effectively, orally and in writing;  
Ability to prepare and maintain accurate records and reports.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience, and training equivalent to the following:  
High school graduation or a G. E. D. issued by a state department of education; PLUS  
Completion of an electrician training program at the master electrician level; AND  
Five years of experience in the installation, maintenance and repair of electrical or electronic equipment and systems, at least one year of which must have involved supervision.

**CERTIFICATES AND LICENSES REQUIRED:**

Master Electrician License;  
Motor Vehicle Operator's License.

REGRADED:            March 6, 2009  
REVISED:             May 1, 1998  
REVISED:             August 3, 1981