



## **Job Description for: ELECTRICAL SUPERINTENDENT – Multi-family**

### **Summary**

Manage all aspects of on-site planning, scheduling, construction, installation, maintenance, and repair of electrical power lines, electrical systems, fixtures, apparatus, and appliances, ***specifically for multi-family projects*** - infrastructure, unit and fire alarm. Supervise up to 6 foremen and lead a team of up to 30 on-site people. Work is performed under general direction of a Project Manager.

### **Responsibilities**

- Plans, assigns, schedules, and supervises the work of electricians (employees &/or subs)
- Manage up to 6 on-site foremen with a total on-site crew up to 30 people at one time
- Release Rough & Trim material in a timely manner in accordance with Aerial's policies, based on lead times required for delivery to jobsite. Control and supervise panic buying by work crews.
- Trains and instructs subordinates (foremen) on detailed procedures, including safe equipment operation.
- Conducts daily inspections and gives on-site supervision over hazardous or unusual work assignments.
- Assures availability of equipment, materials, and supplies.
- Publishes DAILY reports, daily pictures

- Enforces safety regulations, rules, and working conditions.
- Review and “walk” jobsite with Project Manager/General Contractor on a regular basis.
- Assist PM with monthly billing requisition/Percent Complete/Job Cost Reports (HRS & MAT’L).
- Review and update monthly Rough and Trim reports.
- Track job schedule Progress

### **Education and Experience**

High school diploma or GED; 8-10 years of related experience including supervisory or lead experience to include considerable experience as a journeyman electrician or any equivalent combination of training and experience.

**Excellent communication skills.**

### **Knowledge, Skills, and Abilities**

- ***PROVEN ON-SITE LEADERSHIP AND MENTORING ABILITIES***
- Willing to work long hours and under pressure.
- Proven history of running \$2MM electrical contract work.
- Proven track record of handling job meetings with GC and owner/developer
- Able to understand and acclimate to the changing environment on the job site
- Able to handle Himself/ Herself as a professional at all times
- Able to write and issue a RFI (Request for Information) thru PM.
- Possess a clean professional appearance at all times.
- Possess a CAN DO attitude at all times to his Field Crew and Counterparts
- Possess Electrical Hand tools and jump in to assist crew if needed to meet deadlines.

- Able to read and implement drawings to real time installation on the project
- Able openly accept the “Aerial Subcontractor Model” and manage them professionally.
- Multifamily electrical experience with emphasis on infrastructure, unit and fire alarm.
- Must have experience with minimum 100 unit project size
- Able to communicate and coordinate with superiors, subordinates, subcontractors, vendors and Onsite Supervision in a clear, concise, non-aggressive manor.
- Able to use computer for email, electronic reporting, drawing reading.
- Thorough knowledge of the practices, methods, equipment, materials, and tools of the electrical trade.
- Thorough knowledge of the occupational hazards and safety precautions of the work.
- Professional knowledge of the NFPA 70 & NFPA 70E for electrical installations.
- Able to evaluate time frame of tasks assigned correctly and execute within budgets
- Knowledge of NEC 2008 thru current

### **Minimum Requirements**

- Must be able to obtain Alternate State Licensed as required per Site Location
- Clean Driving Record
- Able to Pass Drug Screening
- Possess a Valid OSHA 10 Card (Prefer OSHA 30)
- Able and willing to obtain Basic First Aid and CPR Certification (Company Provided)
- Familiar with Fall Protection Systems.

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- Willing to work on heights over 6ft
- Able to lift 50-75 lbs.