

**CLASS SPECIFICATION**

4-7-89

SENIOR ELECTRICAL INSPECTOR, 4223

Summary of Duties: Supervises the work of employees engaged in the inspection of new and existing electrical installations and equipment to secure conformance to the City Electrical Code; personally inspects large and complicated electrical installations; may perform responsible staff functions; may supervise the inspection of the construction of electrical installations in public buildings to assure conformance with contract plans and specifications; assists in training inspectional employees; and does related work.

Distinguishing Features: The work of a Senior Electrical Inspector is distinguished by the fact that an employee of this class supervises the work of Electrical Inspectors; makes field inspections when difficult enforcement problems or public relations situations arise; maintains the promptness, accuracy, and uniformity of inspections; and interprets Department policies and objectives. This class is distinguished from Senior Building Mechanical Inspector in that the latter is concerned with inspections of residential structures rather than electrical inspections of large buildings and installations.

Some positions in this class perform electrical inspection work on large and complicated building construction projects or on hazardous location installations where no direct supervisory responsibilities are involved, while other positions perform responsible staff work in connection with training, modification requests, or code research. In any case, a more complete knowledge of City Electrical Code requirements and of materials and appliance approvals together with a better understanding of difficult electrical installation problems is required of Senior Electrical Inspector.

Examples of Duties: Supervises employees engaged in the inspection of electrical installations and equipment for conformance to plans and the provisions of pertinent laws and regulations; assigns and lays out the work of subordinates; instructs inspectors in the procedures for processing requests for modification, the proper techniques of inspection, and in the application and interpretation of City Electrical Code provisions; resolves differences between contractors or owners and inspectors; answers inquiries regarding City Electrical Code requirements; consults with supervisors or staff specialists on unusual electrical problems; may supervise employees engaged in investigating violations of electrical laws; makes field inspections when difficult enforcement problems or public relations situations arise; performs inspections on large and complicated electrical installation projects; performs special inspections in connection with electrical installations in hazardous locations; investigates requests for modification of the City Electrical Code and makes recommendations of approval or

disapproval; consults with electrical contractors and engineers; performs research and makes recommendations on code amendment proposals; may conduct an in-service training program for inspection personnel; may determine percentage of contract work completed, and acceptability of same for progress payments; may occasionally be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications: A good knowledge of the Los Angeles City Electrical Code; a good knowledge of the proper methods of residential, commercial, and industrial electric wiring and equipment installation; standards of materials used, and accepted safety principles and practice standards; a good knowledge of the administrative and legal interpretations concerning the Electrical Code; a good knowledge of the State of California Energy Conservation Regulations as they pertain to wiring methods, switches and controls; a working knowledge of the laws and regulations related to equal employment opportunities and affirmative action; a working knowledge of the standards established by the Underwriters Laboratories for electric equipment; a general knowledge of the principles of electrical engineering as they apply to electric appliance, wiring and equipment installation; a general knowledge of memoranda of understanding as they apply to subordinate personnel; a general knowledge of City personnel rules, policies, and procedures; the ability to supervise employees engaged in inspecting electrical installations for conformance to the Electrical Code and other pertinent laws; the ability to read and interpret plans and diagrams of electrical installations; the ability to exercise courtesy and tact in relationships with contractors, craft persons, and the public; the ability to resolve disputes; and the ability to keep records and make clear and concise reports.

Two years of experience as an Electrical Inspector for the City of Los Angeles is required. One year of experience as a Building Mechanical Inspector may be substituted for one year of Electrical Inspector experience lacking; or graduation from a recognized four-year college or university with a degree in Engineering or special degree program with an emphasis on Construction Management, Construction Technology, or Inspection Technology may be substituted for up to one year of required Electrical Inspector experience.

License: A valid California driver's license is required.

Physical Requirements: Strength to perform average lifting up to fifteen pounds and occasionally over twenty-five pounds; back and leg coordination involved in activities such as stooping, kneeling, crouching and crawling; agility to climb fixed or portable ladders and scaffoldings; and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on

an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.