



SUPERVISOR (NIGHT CREW)

GENERAL RESPONSIBILITIES

Supervise the night crew, which consists of painting, electrical, HVAC and filters.

ESSENTIAL TASKS

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Respond to emergencies between 3pm and 11pm in all trades.
- Respond to intrusion alarm calls and repair.
- Maintenance of alarms.
- Install new alarm sensors and zones.
- Issue and check work orders.
- Order materials for crews,
- Complete and file paperwork,
- Check security of schools and make recommendations.
- Perform related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Thorough knowledge of the standard practices, tools and terminology of the electrical trade; thorough knowledge of electrical theory; thorough knowledge of the safety hazards of the work and of the necessary safety precautions; ability to make repairs to complicated electrical wiring, fixtures and equipment; ability to plan and supervise the work of subordinates; ability to perform manual work over extended periods of time; skill in the use of electrical maintenance and repair equipment; ability to establish and maintain effective working relationships with associates.

EDUCATION AND EXPERIENCE

Graduation from high school supplemented by an appropriate apprenticeship training program and extensive electrical, HVAC, filter, painting and alarm systems and some supervisory experience. Master's License.

A comparable amount of training and experience may be substituted for the minimum qualifications.

PHYSICAL REQUIREMENTS

Significant standing, walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, handling, pushing, and pulling. Ability to lift up to 75 lbs.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

Possession of a valid driver's license.

FLSA status: Exempt	Description: Rev. 6/00
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