

ELECTRICAL SUPERINTENDENT:

Experience: Ideal applicant will have a minimum of 7-10 years of experience in Electrical Construction. Minimum of 5 years supervision experience. Have knowledge in industrial and commercial electrical installations. Must possess a Journeyman or Master Electrical License in the United States. Experience in Utility Scale Solar installations is a plus.

Compensation: \$32.00 - \$45.00 per hours, based on experience and qualifications.

Per Diem is offered for traveling employees

Bonus potential on a per project basis.

JOB DESCRIPTION:

Summary

Responsible for coordinating the site electrical construction schedule, execution plan, and managing the daily issues involved during the construction of solar generation project.

The Electrical Superintendent coordinates all electrical site construction activities and supervises all electrical field personnel as required to successfully complete the solar project on schedule and within budget. The Electrical Superintendent works diligently to build a safe, high quality, profitable solar project.

Specific Duties

Safety Accountabilities:

- Leads by example to show that safety is the most important function, ensuring that all employees follow safe practices while working.
- Accountable to continually reinforce safe behaviors and correct "at risk" behaviors.
- Ensures Job Hazard Analysis (JHA's) occurs before scopes of work commence.
- Adheres to and ensures all site team members understand standard operating procedures.
- Ensures new hires receive job- and task-specific training prior to work commencing.
- Leads and support the site team in technical, quality and safety, utilizing systems in place.
- Ensures company employees and contractors are adhering to the company safety policy.
- Promotes job site safety, encourages safe work practices and rectifies job site hazards immediately.



Client Relationship and Management

- Provides excellence in the management and delivery of the project, in-line with the client's expectations.
- Maintains positive relationships with customers, contractors, suppliers and other employees.

Planning

- Provides information about site activities including accurate install rates for electrical discipline, projected task completion and hazards.
- Schedules and ensures appropriate staffing for daily construction activities with employees.
- Identifies potential schedule changes, workflow and staffing issues.
- Maintains electrical construction schedule, identifies upcoming issues and solves problems.
- Orders materials and schedules inspections as necessary throughout the process.
- Understands the project plans, and project specifications.
- Prepares schedules and supervises completion of a final electrical punch list.
- Ensure site prep work is executed as per contracts, design, and specification.
- Inputs into the execution of overall construction plan.
- Reviews the engineer's drawings prior to beginning construction to ensure that the project can be built in a safe and reliable manner.
- Builds and maintains relationship with local AHJ as needed.

Leadership

- Directs, guides, and coaches Electrical Foremen as necessary and Craft to ensure activities on site are understood and following established processes through quality checks.
- Follows processes for systems and communication lines on site and ensure implementation is consistent.
- Fosters a culture of continuous improvement.
- Ensures that project is utilizing Safety Management Systems (SMS), Quality Managements Systems (QMS), Environmental Management Systems (EMS) and technical procedures.
- Identifies and mitigates potential employee relations issues.
- Manages and supports employee development and growth.
- Provides regular and direct feedback on performance and goal progress.
- Coordinates and supervises all electrical construction activities.



- Directs all electrical field personnel to achieve completion of the project on schedule, within budget, with quality workmanship that conforms to original plans and specifications.
- Promotes job site safety, encourages safe work practices and rectifies job site hazards immediately.
- Coordinates all electrical field functions including scheduling of any required outages.
- Identifies, deploys, and manages a high-performing team needed to accomplish business objectives.
- Provides a positive and engaging work environment.

Qa/Qc

- Manages quality control program to ensure processes are implemented according to the design of the project and are consistent.
- Maintains an organized job site, including in the onsite construction office.
- Manages site environmental plan.
- Manages QA/QC for electrical construction.
- Manages design change notices.
- Manages subcontractor contracts to ensure compliance.
- Manages the electrical material on site.

Knowledge, Skills, Abilities

- Advanced level of knowledge in
 - Safety and OSHA requirements
 - LOTO implementation & Management
 - Electrical installation experience
 - Relationship building
 - Interpersonal skills
 - Interpretation of a project schedule
 - Planning and task direction
 - Adaptability to environment
 - Working in fast paced environment
 - Interpretation of scopes of work
 - Project permits
 - Leadership- Ability to teach and lead others
 - Team building
 - Mentor and facilitator-
 - Decision making
 - Understanding environmental concepts including permit requirements
 - Interpreting state rules and regulations



- Contract management
- Sub-contractor and vendor and materials management
- Electrical Construction drawing review
- Communications, leading meetings, engaging teams,
- Reporting
- Writing skills
- Intermediate level of knowledge in:
 - Project Management
 - Creating logical and resource-loaded project schedules
 - Budget Analysis and controls
 - Estimating work efforts
 - Change orders
 - QA/QC processes
 - Development of processes and procedures
 - Microsoft Office suite (Excel, Word, PPT, Outlook, Visio)

Qualifications

- At least 7-10 years' experience working in a solar construction environment or Industrial Construction environment.
- High School Diploma, GED or equivalent.
- Organization: Utilizes strong organizational skills.
- Communication: Displays strong written and oral communication skills and employs effective listening skills.
- Problem Solving: Analyzes problems and makes sound decisions in a timely manner based on objectives, risks, implications and costs.
- Interpersonal Skills: Tactful and mature demeanor with well developed
- Interpersonal skills including the ability to work well with diverse personalities.

All applicants must meet company hiring criteria for employment screening, including drug test and background check.

*****This job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Duties, responsibilities, and activities may change or new ones may be assigned at any time with or without notice.*****



Sun Energy Solar LLC is proud to be an equal opportunity and affirmative action employer regardless of race, color, gender, age, sexual orientation, gender identity, religious beliefs, marital status, genetic information, national origin, disability or protected veteran status.

Please send your resume to Career@SunEnergySolarLLC.com

