



FIELD JOB DESCRIPTION - JOURNEYMAN

Compensation: Hourly/Nonexempt

Department: Field

Reports to: Foreman

Summary:

The journeyman's main job is to assist the foreman or immediate supervisor in managing workload and employees. Strategize and delegate responsibilities and workload in conjunction with the foreman/supervisor. Assists in receiving/organizing and managing materials. Inspects crews are wearing appropriate personal protective equipment (PPE). Inspect work quality and quantity.

Essential Duties and Responsibilities:

The essential duties and responsibilities for the position are listed below. Other duties and responsibilities may be assigned.

- Professionally represent the company.
- Attend safety/tailgate meetings as required.
- Performs electrical work and inspections. If corrections are needed, will inform the foreman/supervisor immediately.
- Work as liaison for the foreman/supervisor if needed. Under Project Manager supervision, acts/covers in the foreman's absence.
- Supports foreman/ supervisor on customs homes with manpower, materials, and workload.
- Under the foreman/supervisor, complete assigned tasks at job sites to ensure all work is of the highest quality and meets timelines.
- Understand and follow job site safety and security requirements, wear personal protective equipment (PPE), follow the assigned path, park, and follow no-smoking practices.
- Assist foreman/supervisor in completing daily and weekly reports, complete and send packers/invoices.
- Assist foreman/supervisor in receiving/organizing/managing materials.
- Interprets technical drawings to determine the layout of electrical systems.
- In-depth knowledge of electrical principles: site lighting, riser installation in multifamily lath, layouts boxing, drilling, and rough wiring.
- Follows and assists in all safety procedures, including conducting weekly tailgates; interacts with builder safety meetings and communication; immediately reports all incidents and near misses.

Supervisory Responsibilities:

None. Only in the absence of the foreman. Or otherwise indicated by the Project Manager.

Competencies:

To perform the job successfully, an individual must demonstrate the competencies listed below.

- Problem solver, consistent, follow-through.
- Works with minimal supervision.
- Takes personal responsibility for completing assigned tasks as indicated.
- Treats others respectfully, upholds organizational values and shows respect and sensitivity for cultural differences.
- Strives to build knowledge and skills continuously.

Qualifications:

To perform this job successfully, an individual must be able to satisfactorily perform each essential duty. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Education/Experience:

Two (4) or more years of hands-on experience working in residential and/or commercial or an equivalent combination of education and experience.

Ability to read and interpret safety rules, operating and maintenance instructions, procedure manuals, and basic job documents. Ability to speak effectively with individuals and small groups.

Language Skills:

Ability to speak/understand basic English language. Ability to read, analyze, and interpret general business documents. Ability to effectively present information and respond to questions from coworkers, clients, and subcontractors.

Mathematical Skills:

Ability to add, subtract, and count using whole numbers.

Reasoning Ability & Adaptive Skills:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form. Ability to learn and understand the preferences and methods employed by management, clients, subcontractors, and coworkers and adapt to and utilize them.

Computer Skills:

Utilize App-based job management applications.
Send/receive emails and text messages; send/receive phone calls.

Certificates, Licenses, Registrations:

Electrician Trainee (ET)
Certification Residential (RES) Certification. Recommended.
Certification General (GEN) Certification. Recommended.

Other Skills and Abilities:

The position frequently requires working at a fast pace. The employee must be able to relocate to other worksites as needed on short notice.

Physical Demands:

The employee is regularly required to sit and walk. The employee must be able to use hands to finger, handle or feel. The employee must be able to see, talk, or hear. The employee is regularly/occasionally required to stand, bend and reach with hands and arms. The employee must regularly climb, balance, stoop, kneel, crouch, or crawl. The employee is occasionally required to dig, chip, cut, or drill in order to complete electrical systems. Requires endurance and ability to visit and inspect the entire jobsite. The employee must regularly lift and/or move up to 40 pounds and occasionally more.

Work Environment:

This position involves work at a job site where duties will be performed both indoors and outdoors. While performing the duties of this job, the employee is regularly exposed to wet and/or humid conditions, outside weather conditions, cold, and heat. The noise level in the work environment can be variable, ranging from relatively quiet to relatively loud. Depending on workload, the employee may be required to move to a different work location.

Additional Details:

Employee reports to the Foreman. The position is classified as non-exempt under FLSA and California law. The employee is expected to adhere to all company policies and to act as a role model in the adherence to company policies.

I have read and understand the job de scription. I agree that I can perform these job duties with or without reasonable accommodation. I agree to notify my employer immediately in the event my actual duties vary in any significant degree from the expectations described above.
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Signature:	Date:
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Print Name:
