CLASS TITLE: General Foreman of Linemen

CHARACTERISTICS OF THE CLASS: Under direction, functions as a second level supervisor, directing and coordinating the work of Foreman of Linemen positions and their crews engaged in the installation, repair and testing of aerial and underground electrical wire, fixtures and related equipment; and performs related duties as required.

ESSENTIAL DUTIES: Studies blueprints and project specifications and inspects work sites to assess project size and scope, prepare work orders and determine resources needed to complete jobs; prioritizes, schedules and assigns work to foremen and their crew based on the extent of work required, urgency and availability of resources; supervises the preparation of initial and final cost estimates and project reports prepared by foremen; authorizes requisitions for materials, tools and equipment submitted by foremen; inspects work performed by linemen to ensure completion according to specifications, work schedules and established quality standards; troubleshoots complex projects and recommends alternative strategies to complete same; reviews project status reports prepared by foremen and reallocates resources to ensure projects are completed in a timely and efficient manner; coordinates electrical wiring work with other trades to ensure orderly and efficient work processes; develops and oversees the implementation of work and safety procedures and coordinates staff training on same; oversees the preparation of and completes staff performance appraisals and initiates and administers disciplinary action as needed; reviews and approves time and attendance records submitted by foremen; prepares project management reports.

RELATED DUTIES: Participates in streamlining departmental procedures to create cost efficiencies.

MINIMUM QUALIFICATIONS:

Training and Experience. Successful completion of a US Department of Labor registered lineman apprenticeship training program and journeyman status supplemented by four years of progressively responsible journey level lineman experience including two years of supervisory experience, or an equivalent combination of training and experience.

Knowledge, Abilities and Skill. Considerable knowledge of the principles and work methods of the lineman trade. Considerable knowledge of aerial and underground electrical installation and maintenance methods. Considerable knowledge of the city's street lighting and signal system. Good knowledge of the city's electrical code. Good knowledge of proper work and safety procedures. Good knowledge of supervisory methods and practices.
CLASS TITLE: General Foreman of Linemen (Cont'd)

Ability to plan, assign and evaluate the work of several crews. Ability to manage a work section. Ability to coordinate lineman work projects with other trades. Ability to access work areas.

Considerable skill in installing and testing electrical wiring and fixtures. Good skill in reading and interpret wiring diagrams, blueprints and specifications. Good supervisory and project management skills. Good oral and written communication skills.

Working Conditions. Unavoidable exposure to inclement weather and extreme temperatures. Exposure to oily, wet or cramped environments. General office environment.


NOTE: While the list of essential duties is intended to be as inclusive as possible, there may be other duties which are essential to particular positions within the class.

September, 2009
City of Chicago
Department of Human Resources