

ELECTRICAL ENGINEER

Duties and Responsibilities

This class of positions encompasses professional electrical engineering work of varying degrees of difficulty and responsibility. There are various Assignment Levels within this class of positions. All personnel perform related work. The following are typical assignments within this class of positions.

Assignment Level I

Under general supervision, performs responsible supervisory work, or difficult and responsible work, in electrical engineering, such as the following:

Is section engineer in charge of a major electrical engineering section or equivalent.

Plans, assigns, and reviews the work of subordinates, prepares progress reports, and may represent an agency, department head, or top-level engineering or architectural officer or employee in relations with City departments and agencies, contractors and their representatives, damage claimants and their representatives, consultants, and the general public.

Engages in, or supervises the conduct of complex and important research, investigations, studies or examinations related to the engineering functions or activities of a department or agency.

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ELECTRICAL ENGINEER (continued)Assignment Level I (continued)

Prepares, or supervises the preparation of, or examines and reviews, the electrical engineering portions or aspects of the basic design plan, or significant or complex portions of the basic design plan.

For major projects for the construction, remodeling, operation, maintenance or repair of public works, structures, or installations, prepares designs, plans, contract and working drawings, contract specifications and other technical specifications.

Supervises the conduct of construction inspection operations with particular reference to electrical plant, machinery or apparatus, or the inspection or testing in a laboratory, manufacturer's plant, or on a job site of equipment or materials to be incorporated in public works, plants, or structures, or the inspection of premises in connection with the issuance of requisite and pertinent permits and compliance with the provisions of law, rule or regulation.

Participates in the supervision of the operation, maintenance and use of electrical plant, machinery or apparatus.

When assigned in writing, may sign and seal engineering and other official documents.

Assignment Level II

Under direction, with great latitude for the exercise of independent judgment or action, performs highly difficult and technically complex work as an engineering specialist in electrical engineering, such as the following:

ELECTRICAL ENGINEER (continued)

Assignment Level II (continued)

Serves as a consultant on major engineering matters.

Conducts or directs a significant portion of research on very complex and important engineering projects.

Prepares original proposals and reports of a complex nature.

Serves as team leader on a project of great technical complexity or with potential impact on agency engineering operations and/or City infrastructure.

Signs and seals engineering and other official documents.

When necessary, performs the duties described under Assignment Level I, provided these do not represent the majority of job responsibility over an extended period of time.

Assignment Level III

Under direction, with very great latitude for the exercise of independent judgment or action, performs extremely difficult, responsible and technically complex work, as an engineering specialist in electrical engineering, such as the following:

Serves as a consultant on extremely complex and highly specialized engineering matters.

Conducts or directs all aspects of research on extremely complex and important engineering projects.

ELECTRICAL ENGINEER (continued)

Assignment Level III (continued)

Oversees the preparation or review of proposals or reports of a complex nature. Reviews such proposals and reports and recommends appropriate action.

Coordinates multiple projects of great technical complexity with major potential impact on agency engineering operations and/or the City's infrastructure.

Presents and defends proposals on major engineering projects to high level agency and/or City officials.

Signs and seals engineering and other official documents.

When necessary, performs the duties described under Assignment Levels I and II, provided these do not represent the majority of job responsibility over an extended period of time.

Qualification Requirements

A valid New York State Professional Engineer's License and four years of full-time experience in electrical engineering. A master's degree in electrical engineering from an accredited college will be accepted as equivalent to one year of the full-time experience in electrical engineering.

ELECTRICAL ENGINEER (continued)

Qualification Requirements (continued)

Special Note:

In addition to above qualification requirements, to be eligible for placement in Assignment Levels II and III, individuals must have at least one year within the last three years of experience as a major contributor or a project leader on a complex project requiring additional and specific expertise in the disciplines needed to design or construct the project.

Direct Lines of Promotion

From: Assistant Electrical Engineer
(20310)

To: Administrative Engineer
(10015)