

## JOB DESCRIPTION

<b>POST TITLE:</b>	Chargehand Electrician
<b>DIVISION/UNIT:</b>	Construction
<b>GRADE:</b>	8
<b>RESPONSIBLE TO:</b>	Project Supervisor (Streetlighting)
<b>RESPONSIBLE FOR:</b>	Approved Electrician Electrician Highway Electrician

### Job Purpose

To undertake and allocate electrical maintenance and installation work as required by Lighting Partnership Project Staff, which will include, but not limited to, inspection, testing, site surveying, installation and data recording.

### Main Duties and Responsibilities

1. Ensure that Safe Working Practices are adhered to, in accordance with Health and Safety Legislation and Tayside Contracts' Occupational Health and Safety Policy.
2. Demonstrate and exemplify positive behaviour and attitudes that reflect Tayside Contracts' values and vision through co-operative and partnership working with internal colleagues and all external clients, stakeholders and other interested parties.
3. Treat all individuals with dignity and respect and support Tayside Contracts' Equality and Diversity Policy.
4. Deputise for the Project Engineer as required to ensure an acceptable level of service is provided at all times.
5. Instruct, guide and allocate work within the Street Lighting electrical team.
6. Ensure the work of others within the Street Lighting electrical team is of the required standard.
7. Involvement in creating Risk Assessments and Method Statements (RAMS) for required work.
8. Drive and operate MEWP, use ladders and scaffold as a method of access to plant and lighting columns at various heights and while on the public highway.
9. Plan and allocate, in conjunction with Roadwork Foreman, daily work for Street Lighting electrical team
10. Undertake installation, repair and maintenance of electrical street furniture components, within given projects, and building electrical work as directed.

11. Ensure all electrical installations are structurally sound, electrically safe, operate reliably and are installed to IET Wiring Regulations. Undertake Electrical Inspection and Testing and complete certificates.
12. Proactively carry out work and suggest ideas for the improvement of the lighting service through regular meetings.
13. Ensure that all electrical and other components are utilised in the most economic and cost-effective manner, including recycling of equipment where appropriate.
14. Ensure all drawings include alterations (as built), inventory, documents, reports and spare parts required by council policy or legislation are detailed and filed in a manner agreed by the project staff.
15. Responsible for the recording of electrical operative's time associated with projects.
16. Responsible for the recording of all equipment and plant associated with projects.
17. Ensure good housekeeping of workshop, site and vehicles.
18. Ensure the required level of cover during high output periods in association with project staff and other electrical staff. This will require an element of shift working / standby and overtime.
19. Ensure safe working practices are followed while undertaking all duties to protect pedestrians, property and other users of the highway. This will include the setting out of traffic management equipment.
20. Attending meetings, participating in working groups and attending all training and development events in relation to the duties and responsibilities of the post. Including liaising with Police, Public, Contractors and Statutory Undertakers.
21. Participate in the organising of any emergency work and standby arrangements.
22. Participate in the standby rota / duties for emergencies, winter maintenance etc.
23. Conduct pre-start vehicle checks on any vehicles driven daily, reporting any faults immediately and refuel vehicles at the end of each working day.

## NOTE

You will be required to undertake other duties appropriate to your grade as directed.

Working Environment	Physical Coordination	Physical Effort	Mental Skills	Concentration	Communication Skills	Dealing with Relationships	Responsibility For Employees	Responsibility for Service to Others	Responsibility for Financial Resources	Responsibility. For Physical & Info	Initiative & Independence	Knowledge
4	4	4	3	5	2	1	2	2	1	3	3	4