



POSITION: Electrical Designer – Level 2

DEPARTMENT: Electrical

REPORTS TO: Electrical Department Head

SUMMARY: Electrical and lighting system design and document production.

JOB RESPONSIBILITIES:

A. Electrical Design

- Perform study and design work for projects that may include existing facility evaluations, feasibility studies, design, cost estimating, and similar functions.
- Perform system planning, design, and analysis for power, lighting, communication, and fire alarm systems.
- Field survey to identify site conditions.
- Code review and compliance.
- Engineering calculations including electrical load calculations, conduit and electrical system sizing, and equipment capacity.
- Coordination with design work of other disciplines.

QUALIFICATIONS:

A. Education, Experience, and Registration

- A minimum of 2 years in direct industrial and commercial electrical design is required.
- Prefer a minimum of an Associates' degree or an EIT in electrical design, science, energy analysis, mathematics or other technically related field.

B. Skills

- Highly proficient with AutoCAD/Revit as it pertains to the preparation of electrical drawings.
- Competent in use of Microsoft Office Suite.
- Able to layout electrical systems.
- Able to work as part of a design team in a collaborative environment.
- Demonstrated ability to learn quickly and adhere to new standards and technical requirements.
- Demonstrated ability to handle and prioritize multiple projects.
- A high level of technical and organizational skill accompanied by strong oral and written communication.

C. Knowledge

- Expected to have a thorough understanding of electrical, lighting, and fire alarm systems.
- Familiar with construction document organization and preparation.

D. Personal Attributes

- Willingness & ability to learn
- Honest and trustworthy

- Sound work ethic
- Respectful
- Possess cultural awareness and sensitivity
- Maintain confidentiality in performing duties

WORK CONDITIONS:

A. Job Requirements

- Job will generally be performed in an office environment, but may require travel to a Client's office, facility or construction job site.
- Overtime may be necessary according to workload. This may include weekdays, weekends and/or holidays.
- Normal working hours will be 8:00 a.m. – 5:00 p.m., but may vary depending on project demands.

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