



<b>Job Title:</b> Electrical Lead	<b>Revision Date:</b> 3/6/2025
<b>Department:</b> Operations	<b>Job Zone:</b> Hourly
<b>Reports to:</b> Electrical Supervisor	<b>FLSA:</b> Non-exempt
<b>Hours per week:</b> 40	<b>Overtime &amp; Weekends required:</b> As Needed

### POSITION SUMMARY:

Electrical Lead will be responsible for ensuring the utmost safety and efficiency in the electrical installations and maintenance tasks. The Electrical Lead will collaborate with cross-functional teams, addressing technical challenges, and mentoring the electrical team. The Electrical Lead will work closely with project managers and other stakeholders to troubleshoot electrical issues, implement design improvements, and uphold industry standards. This position reports to the Electrical Supervisor.

### ESSENTIAL JOB FUNCTIONS:

But not limited to:

- Lead a team of electrical technicians in daily operations and maintenance tasks.
- Ensure compliance with all safety regulations and industry standards in electrical work.
- Design, install, and maintain electrical systems and equipment to optimize performance and reliability.
- Assist E-Tech with troubleshoot and resolve electrical issues in a timely manner to minimize downtime and ensure operational efficiency. Communicate findings back to the team.
- Conduct regular inspections and assessments of electrical systems to identify and address potential risks or failures.
- Collaborate with engineers and project managers to develop project plans and electrical specifications for new installations or upgrades.
- Work with Supervisor to provide daily assignments to the team.
- Provide technical training and mentorship to team members to enhance their skills and knowledge in electrical technologies.
- Proficient in reading and interpreting electrical schematics for 12- and 24-volt circuits.
- Read and interpret blueprints, bills of material, and work instructions as necessary to perform each assigned task.
- Identify and monitor the parts and material the team is needing on each project to keep progress moving forward.
- Identify and monitor tool usage to make sure the team has the correct tooling needed to be as efficient as possible.
- Proficient in console and panel assembly.
- Capable of learning components on equipment.
- Capability of using a multimeter to check voltage and continuity.



- Identify and communicate the status &/or completion of projects and/or jobs to the team and supervisor.
- Perform other related duties as required.

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**SKILL REQUIREMENTS:**

- Commitment to a safety culture where safety is the first consideration before starting any task.
- Proficient in basic material handling techniques.
- Ability to receive both written and verbal assignments.
- Proficient in problem analysis and resolution.
- Effective and willing communicator.
- Strong team player and ability to keep team motivated.
- Ability to identify schematic and installation errors.
- Strong team builder and player.
- Ability to track progress and identify roadblocks that prevent the team from being efficient.
- Ability to compare schematics with parts to list to make sure all components are present.
- Successful completion of a pre-employment drug screen
- Professionalism, flexibility, critical thought process and creativity
- Ability to learn and work under pressure and meet deadlines.
- Ability to manage multiple tasks and prioritize workflow.
- Regular and reliable attendance
- Follow appropriate dress code.

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**QUALIFICATIONS:**

- 2-4 years of experience in electrical insulation.
- Previous experience leading a team.
- High School Diploma, GED or similar experience.
- Vocational school/training is beneficial but not required.
- Strong mechanical aptitude.
- Creativity, initiative, detail-oriented, results-focused
- Proficient in electrical techniques and use of the equipment/tools required to accomplish the process.
- Proficient in problem analysis and resolution.
- Self-motivated and can work with moderate direction and mentoring.
- Experience with team building and working with a team.
- Personal motivation for success.

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**WORK ENVIRONMENT:**



- The performance of this position will require exposure to manufacturing areas that require the use of personal protective equipment such as safety glasses, hearing protection, steel toe shoes and other mandatory safety equipment.
- For the most part, ambient temperatures with typical plant lighting and manufacturing equipment are present throughout the facility.

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**PHYSICAL DEMANDS:**

- Sitting, climbing, or standing as needed.
- Walking primarily on a level surface for periodic periods throughout the day.
- Reaching, pushing, pulling, or lifting as required within limits set by SERVA.

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**SAFETY AND POLICY PRACTICES:**

Each employee must be knowledgeable of standard safety policies and procedures and adhere to the same while supporting the goals and objectives of the organization and recognizing the Company's need to achieve its business objectives. Each employee is responsible for complying with company hazardous waste disposal procedures. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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**AFFIRMATIVE ACTION:**

All terms and conditions of employment will be administered without regard to an individual's sex, gender identity, sexual orientation, race, color, religious creed, notional origin, physical or mental disability, protected veteran status, or any other characteristic protected by applicable law.

**NOTE:** This job description is not intended to be all-inclusive. Employee may perform other related duties to meet the ongoing needs of the organization.

