JOB DESCRIPTION
Assistant Superintendent Electrical Services

Definition of Class
The incumbent in this position supervises the maintenance, service and installation of all high voltage electrical systems on campus by coordinating work of the Power Line Shop. The incumbent reports directly to the Utility Engineer - Power Plant.

Examples of Work Performed
Assists in supervising and coordinating tasks for the Power Line Shop within the Physical Plant Department.

Assists in planning and scheduling work for the Power Line Shop.

Meets with supervisor and departmental management on project needs.

Assists in training and safety programs.

Supervises the installation and maintenance of high voltage electrical systems.

Prepares and implements plans for solving problems.

Responds to emergency calls and assists in making repairs to electrical systems.

Performs related or similar duties as required or assigned.

Essential Functions
These essential functions include, but are not limited to, the following. Additional essential functions may be identified and included by the hiring Department.

1. Supervises, plans, and schedules work for Power Line Shop.

Minimum Qualifications
These minimum qualifications have been agreed upon by Subject Matter Experts (SMEs) in this job class and are based upon a job analysis and the essential functions. However, if a candidate believes he/she is qualified for the job although he/she does not have the minimum qualifications set forth below, he/she may request special consideration through substitution of related education and experience, demonstrating the ability to perform the essential functions of the position. Any request to substitute related education or experience for minimum qualifications must be addressed to the University of Mississippi’s Department of Human Resources in writing, identifying the related education and experience which demonstrates the candidate’s ability to perform all essential functions of the position.

Physical Requirements: These physical requirements are not exhaustive, and additional job related physical requirements may be added to these by individual agencies on an as needed basis. Corrective devices may be used to meet physical requirements.

Physical Exertion: The incumbent may be required to lift up to approximately 100 pounds.

Vision: Requirements of this job include close vision and color vision.

Speaking/Hearing: Ability to give and receive information through speaking and listening.

Motor Coordination: While performing the duties of this job, the incumbent is frequently required to stand; stoop, kneel, crouch or crawl; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms. The incumbent is regularly required to walk. The incumbent is occasionally required to sit,
Experience/Educational Requirements:

**Education:**
Graduation from a four-year high school or equivalent (GED).

AND

**Experience:**
Eight (8) years of experience related to the above described duties.

AND

**Licensure:**
Must possess a valid class A Commercial Driver’s License.

Background Check Requirements
This position requires a background check upon hire.

Interview Requirements
Any candidate who is called for an interview must notify the Department of Human Resources in writing of any reasonable accommodation needed prior to the date of the interview.

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