

Position	Manager of Electrical Systems
Facility	California Academy of Sciences
Location	San Francisco, California
Job Summary	<p>POSITION SUMMARY: The Manager of Electrical Systems provides oversight, strategic planning and management of electrical operations at the Academy of Sciences. This position sets departmental goals, defines priorities, manages work and assures effective cross-departmental communication. This position works closely with the Director of Facilities and other managers within Building Operations, Exhibits and the Aquarium with the coordinating maintenance and project work. The Academy's five (5) electricians report to this position. This position reports to the Director of Facilities. We hope you are inspired by what we do and are excited to contribute to our mission. The Academy is looking for candidates who do great work, and we know they may come from a number of different backgrounds and experiences. We encourage you to apply even if you don't believe you meet every one of the qualifications for the position.</p>
Essential Functions	<p>ESSENTIAL DUTIES & RESPONSIBILITIES: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable persons with disabilities to perform the essential functions.</p> <ul style="list-style-type: none"> ● Hands on electrical manager, prioritizing and scheduling maintenance and project work. ● Applies depth of knowledge and best practices to electrical maintenance and project work. ● Monitors work progress and provides team feedback. ● Approves cross departmental work requests and positively interfaces the electrical team with academy stakeholders. ● Collaborates closely with other managers within Building Operations, Exhibits and the Aquarium. ● Works closely with the Director of Facilities to set priorities for the department, improve processes and set budget goals. ● Maintains relationships with consultants, contractors, and vendors. Obtains bids and coordinates work with outside contractors. ● Manages new electrical installations that are part of larger capital construction and improvement projects. ● Coordinates electrical permitting with City and County inspection agencies. ● Oversees the training and professional development of electrical staff. ● Manages electrical budget, sets budget goals, identifies risks and manages team spending. ● Ensures that electrical staff follow best trade practices and Academy safety policies.
Other Duties and Responsibilities	

Knowledge, Skills and Abilities	<p>MINIMUM QUALIFICATIONS: The qualifications listed below are representative of the knowledge, skill, and/or ability required or preferred. KNOWLEDGE, SKILLS & ABILITIES: ● Understanding of National and local electrical codes and safety requirements. ● Knowledge related to the construction, maintenance, and operation of commercial electrical systems, including 480V 3φ distribution systems, motor controls, VFDs, specialty lighting, lighting control systems, emergency generators and ATS. ● Experience deciphering technical documentation and instructions, cut-sheets, diagrams and floor plans. Ability to develop work-order and task reports, author scopes of work, and develop schedule templates. ● Ability to manage multiple projects simultaneously. ● Ability to work independently, think on their feet and solve challenging problems. ● Candidate must have excellent written and verbal communication skills. ● Must have an ability to establish and maintain positive working relationships. ● Ability to perform the physical work requiring manual dexterity, agility, strength and coordination, including ability to lift 50 lbs. ● Have a valid California Driver's License. ● Must be able to travel, work weekends/holidays and evenings as needed including on call status. LANGUAGE SKILLS: Ability to read and interpret documents in English such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups or individuals. Bilingual (spoken and /or written) in Spanish, Cantonese, mandarin, or other non-English language an asset, but not necessary to perform the duties of this position.</p>
Education & Experienced Required	<p>EDUCATION and/or EXPERIENCE: A qualified candidate will possess a combination of the following education and/or equivalent experience: ● Current electrical certification through the State of California. ● At least ten (10) years of hands-on experience with commercial/industrial electrical systems. ● At least Five (5) years of experience managing people. ● Bachelor's degree in Engineering or a related field highly desired. ● California State Electrical Contractors License highly desired.</p>
Licenses and Certifications Required	
Physical Requirements	<p>PHYSICAL DEMANDS & WORK ENVIRONMENT: The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to stand, sit, walk, and reach with hands and arms, and talk or hear. Must be able to lift 50 pounds. Must be able to perform repetitive motions 25% of the time.</p>
Working Conditions	
Salary	
Respond To	<p>APPLICATION INSTRUCTIONS: Please submit your cover letter and resume online at https://calacademy.snaphire.com/?job=26093AALSO Note that the recruitment timeline for positions vary and depend on many factors, so it is impossible to accurately predict when a position will close. We appreciate your patience during this process. No phone calls please.</p>
Closing date	03/03/2020