

***Duties:***

Under the direction of the Building Commissioner, perform varied and detailed inspectional duties to ensure compliance with proper wiring procedures, laws and regulations.

Administer and enforce the provisions of the Electrical Code as set forth by Chapter 166, Section 32 of the General Laws of the Commonwealth of Massachusetts; inspect all electrical installations for which a permit has been granted; record inspections made on applications and building permit; file applications for future use and reference; and record all inspections made daily.

In response to Fire Department requests, ensure that installations meet all fire prevention regulations as set forth under 1984-527-CMR 12:00 Massachusetts Electrical Code; make interpretations upon request relative to Massachusetts State Code.

Determine the fees for various applications from established schedules; collect fees and issue receipts; and review and approve summary of fees to Town Treasurer.

Be available on call relative to the removal of electric service from any building designated as a hazard by Building Commissioner or Fire Department and for counseling and emergency electrical services.

Notify Boston Edison on all permits drawn for new and upgrading of electrical services; and log all permits reported to Boston Edison for future reference.

Report all violations of the Massachusetts State Electrical Codes to Building Commissioner for further action; and perform other duties as assigned.

***Basic Knowledge:***

Thorough knowledge of electrical practices, laws, regulations, and pertinent codes equivalent to a licensed journeyman electrician.

***Experience:***

Five to seven years of relevant experience.

***Independent Action:***

Function independently within the broad scope of established departmental policies and practices, ensure compliance of applicable code. Review unusual electrical problems or code violations with Building Commissioner.

***Supervisory Responsibility:***

None

***Physical and Environmental Standards:***

- Frequent periods spent in non-office environments.
- Regular periods spent outside, requiring exposure to weather conditions.
- Frequent periods spent standing and walking; occasional requirement to climb or sustain uncomfortable physical positions.
- May spend sustained periods at terminal or on telephone.
- Occasional exposure to chemical and biological hazards, requiring exercise of proper safety precautions.
- Light lifting and carrying of work materials, including files, surveying equipment and other testing devices.
- Subject to regular interruptions to handle emergency situations.
- Some travel by private car within Town and to neighboring towns.