

DUTIES DESCRIPTION RECORD

DDR 72-48037

Department		Position Grade	
Position Title	<u>ELECTRIC MECHANIC GENERAL FOREMAN</u>		
System	<u>POWER</u>	Position Code	<u>6.28</u>
Division	<u>DESIGN AND CONSTRUCTION</u>	Number of Positions	<u>10 (Temp)</u>

Rate:	\$77.30/hr. x 8 =	\$618.40	Base Rate (Eff. 2/01/21)
	5.79/hr. x 8 =	46.32	Annuity (Eff. 2/01/21)
	13.19/hr. x 8 =	<u>105.52</u>	Health & Welfare (Eff. 2/01/21)
		\$770.24	Per Day (Eff. 2/01/21)

Payments for Annuity and Health & Welfare shall be paid for each hour actually worked, but also including all paid hours during a second or third shift (eff. 1/4/95). Payments for Health & Welfare shall also be made for each hour of paid vacation time (eff. 7/6/92).

Summary Duties

In connection with miscellaneous construction, alteration, and repair activities at various locations in the Power System, directs Electric Mechanic Foreman supervising electrical construction work, including installation and major maintenance of electrical equipment and facilities at electric stations; directs the supervision of electrical mechanic crews in the installation of switchboards, supervisory control systems, transformers, regulators, reactors, grounding and ground wells, cable splicing, motor generators and related equipment; occasionally directs the supervision of electrical mechanic crews in erecting and dismantling steel racks at electric stations, in welding incidental to electrical mechanic work and in the occasional supervision of rigging crews in the movement and placing of heavy electrical equipment.

Contacts customers, arranging for starting of jobs and for admittance of construction crews to private plants; determines personnel requirements and work schedules; checks requisitions, material lists, and blueprints; orders working materials, tools and equipment; makes daily work progress reports and checks station data sheets, records of transformers and other equipment to be used for Department records; arranges for equipment to be taken out of service; inspects work in progress and upon completion for most economic and safe construction and for conformance with work standards, safety orders and practices; drives motor vehicles; and performs related duties.

1. Overtime:

For the first two (2) hours following the regular shift, Monday through Friday, and the first ten (10) hours worked on Saturdays after the regular shift starting time (12/10/91), the employee shall be compensated at a rate computed by multiplying the hourly rate by one and

one-half (1½). For all time worked prior to normal shift, before regular starting time on Saturdays (12/10/90), on Sundays, recognized holidays and after ten (10) hours work, rate computed by multiplying the hourly rate by two (2). (Eff. 1/27/20)

2. Holidays:

Recognized holidays shall be as follows: New Year's Day, Martin Luther King, Jr. Day, (effective 1-21-08), Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, the day following Thanksgiving Day, Christmas Day, and Cesar Chavez Day (Beginning 2011). When a recognized holiday falls on a Sunday, the following Monday shall be observed as a holiday. When Christmas or New Year's Day falls on Saturday, the Friday preceding shall be observed.

3. Show Up:

An employee who reports for duty but because of weather or other conditions beyond the control of the Department is laid off prior to commencing work, shall be compensated by receiving a credit of two (2) hours of work.

An employee who reports for duty and begins work but because of weather or other conditions beyond the control of the Department he is laid off, he shall be compensated on the following basis:

- a) A layoff within four (4) hours shall afford a credit of four (4) hours of work.
- b) A layoff after four (4) hours but before eight (8) hours shall afford a credit of eight (8) hours of work.

4. Multiple Shift: (8-8-8) 7/1/08 (Inside Wiremen's Agreement 2008-2011)

Multiple shifts of at least five (5) days duration may be worked. When two (2) or three (3) shifts are worked:

The first shift (day shift) shall consist of eight (8) consecutive hours worked between the hours of 5:00 A.M. and 6:00 P.M. Workmen on the "day shift" shall be paid at the regular hourly rate of pay for all hours worked.

Workmen on the second shift (swing shift) shall consist of eight consecutive hours worked between the hours of 9:31 A.M. and 8:00 P.M. Workmen on the "swing shift" shall be paid at the regular hourly rate of pay plus 17.3% for all hours worked.

Workmen on the third shift (graveyard shift) shall consist of eight (8) consecutive hours worked between the hours of 8:01 P.M. and 4:59 A.M. Workmen on the "graveyard shift" shall be paid at the regular hourly rate of pay plus 31.4% for all hours worked.

An unpaid lunch period of thirty (30) minutes shall be allowed on each shift. All overtime work required after the completion of eight (8) hours of any shift shall be paid at one and one-half times the "shift" hourly rate.

There shall be no pyramiding of overtime rates and double the straight rate shall be the maximum compensation for any hour worked. There shall be no requirement for a day shift when either the second or third shift is worked.

First Shift (Day Shift):	Start time between 5:00AM and 9:30AM (Straight Time Rate)
Second Shift (Swing):	Start time between 9:31AM and 8:00PM (Straight Time Rate + 17.3%)
Third Shift (Graveyard):	Start time between 8:01PM and 4:59AM (Straight Time Rate + 31.4%)

5. Subsistence: Deleted

6. Travel Time:

- a) When required to report to a work location outside of Los Angeles County, an employee shall be entitled to a single round trip travel time payment at his/her regular straight-time hourly rate. Travel time to be computed from Palmetto Construction Headquarters to the work location at a reasonable rate of speed based on the vehicle used.
- b) In addition, an employee shall receive a board and lodging allowance of thirty five dollars (\$35) per day worked on jobs outside of Los Angeles County when Department management determines that such jobs require the employee to remain away from home overnight. (Eff. 7/1/84.)

The board and lodging allowance shall be paid for days worked unless management's prior approval is given for remaining at the location on the weekend or holiday.

The board and lodging allowance for jobs outside the County of Los Angeles shall be paid for weekends and holidays if the employee works both the day before and the day following such weekend or holiday.

At its option, the Department may provide meals and lodging in lieu of a board and lodging allowance.

Work at the Haynes Steam Plant Complex is excepted from all the above provisions.