

Position: **Lighting Coordinator**

Shift: Weekdays

Location: Azle, TX

FLSA Designation: Full Time – Hourly

JOB DUTIES

- Assist in planning and design electrical lighting for facilities, including commercial, subdivision, multi-housing and other institutional projects
- Assist in design and specification of lighting options, system layouts, load calculations, equipment sizing and selection
- Performing selection and sizing of lighting systems and associated controls
- Provide electrical design and performance specifications for lighting, lighting controls, power and low voltage systems
- Liaison for TCEC with lighting vendors including but not limited to TEC
- Engineering calculations, equipment sizing and selection for low and medium voltage
- Collaborate and coordinate with other disciplines including but not limited to; Business Development, Staking, Engineering, GIS, etc. as well as members, municipalities and developer interfacing
- Perform site visits as required
- Develop and maintain product guidelines and corresponding construction units for each light type as needed within the system (i.e. antique light component parts for replacement, etc.)
- Develop requirements for metering and protection controllers and guidelines for where they are needed.
- Manage existing field inventory as reflected in GIS and manage billing coordination
- Manage light orders for governmental and subdivision requirements.
- Review and Manage Analytic Reports –life replacement, maintenance tickets, ROI
- Manage HOA negotiations along with Staff on lighting maintenance

JOB QUALIFICATIONS

- 1-7 years of experience as a Designer
- Associates degree or higher degree preferred
- Knowledge in AutoCAD and ESRI design software.
- Knowledge in load calculations.
- Strong interpersonal skills and experience working with Clients.
- Excellent planning and organization skills.

Experience:

- Electrical Design: 3 years (Preferred)

All qualified candidates are encouraged to submit their application/resume to the Human Resources Department. You may email your submission to careers@tcectexas.com or send to the address listed below:

Tri-County Electric Cooperative, Inc. Attn: Human Resources 600 NW Parkway Azle, TX 76020