



Public Lighting Authority of Detroit
invites applications for the position of:

Facilitator – Personal Service

OPENING DATE: 8/31/22

CLOSING DATE: Until filled

DESCRIPTION:

This **Personal Service Contract (1099) Position** reports to the General Manager of Operations, and under general supervision, assists with surveying, after hours make safes, and assisting in evaluating the City's third-party attachments.

EXAMPLES OF DUTIES:

This position inspects work completed by construction contractors and is ultimately responsible for the compliance of established project specifications to ensure accuracy and safety.

MINIMUM QUALIFICATIONS:

- Verifies quality of workmanship, quality of materials used, and compliance with plans, specifications, estimates and applicable codes and regulations
- Verifies outages and pole downs
- Perform field inspections to evaluate the work performed and materials used
- Refers serious problems and disagreements to General Manager of Operations
- Candidate will be required to occasionally work on weekends and outside normal working hours
- Complete other related duties as necessary
- Ability to read a map
- Understanding of construction and design issues, helpful
- Ability to follow explicit instructions
- Must be able to communicate effectively both verbally and in writing
- Working knowledge of ESRI, AutoCad, Microsoft Office and other packages helpful
- Assist in evaluation of construction related repairs
- Assist in Inventory Control/Asset Management
- Technical Electrical background helpful
- Team Oriented
- Fast learner

LICENSING AND CERTIFICATIONS:

- Valid Michigan Driver's License



Public Lighting Authority

PHYSICAL DEMANDS:

- Candidate must be fully vaccinated against COVID-19 or be willing to submit to weekly testing.
- Work is performed primarily outdoors. Frequent outdoor work involves inspection of various construction sites. Hand-eye coordination is necessary to operate a tablet, computer and various pieces of office and technical equipment.
- While performing the duties of this job, the employee is constantly required to lift up to 14 lbs; very frequently required to sit, stand, talk, hear; use hands; handle, feel or operate objects, tools or controls; reach with hands and arms; read and write in English. The employee is occasionally required to climb stairs, reach above and below shoulders, and work outside in extreme temperatures (high or low), walk and bend.
- The employee is occasionally required to work on weekends or outside normal working hours.

PLEASE SEND A RESUME AND COVER LETTER VIA U.S. MAIL OR EMAIL TO:

PUBLIC LIGHTING AUTHORITY
MARIE A BROWN, CHIEF ADMINISTRATIVE OFFICER
400 MONROE, SUITE 485
DETROIT, MI 48226
mbrown@pladetroit.org