



Master Electrician Kentucky International Convention Center

KENTUCKY EXPOSITION CENTER

937 Phillips Ln
Louisville, KY 40209
Phone: 502.367.5000

KENTUCKY INTERNATIONAL CONVENTION CENTER

221 S Fourth St
Louisville, KY 40202
Phone: 502.595.4381

www.kyvenues.com

Salary: Commensurate with experience
Work Address: 221 S. Fourth Street, Louisville, Kentucky 40202

Governed by the Kentucky State Fair Board, Kentucky Venues' two major convention and exposition facilities – the Kentucky Exposition Center and the Kentucky International Convention Center – partner with regional, national and international clients to host world-class events. Kentucky Venues also produces signature events annually: Kentucky State Fair, World's Championship Horse Show, National Farm Machinery Show, Championship Tractor Pull, North American International Livestock Exposition, North American Championship Rodeo and All-In Hoopfest. Whether it be a trade show, convention, conference, live stage show, livestock exposition, an athletic tournament or a private event, Kentucky Venues has the event space to offer for a successful and memorable event experience.

Kentucky International Convention Center (KICC), located in the heart of downtown Louisville, is the agency's showcase venue. Nearing the end of a complete two-year renovation, KICC will reopen August 2018 to host a full calendar of major conventions, conferences, expos and private events. The remarkable new convention center will span over two city blocks, is within steps of Louisville's major hotels, restaurants and attractions and will continue to operate its two self-owned adjacent parking garages.

Position Description:

This is a full-time, non-merit position that will serve the Kentucky International Convention Center to facilitate the operations of the electrical section of the Operations Department. The Master Electrician will coordinate the activities of all electricians, employed or contracted, and maintain work plans for the electric component of facility maintenance and events. The Master Electrician will maintain facility electrical records, supervise electrical maintenance projects and installation of electric services for events and provide responsible assistance to the Director of Operations, Assistant Director of Operations and Facility Manager. This position directly interacts with other Operations Department leaders and Event Managers to accomplish delivering a quality event experience to all clients and guests.

Essential Functions:

- Coordinate and perform the installation of electric services for event exhibitors and vendors.
- Coordinate the work of electricians involved in the installation and repair of electrical systems, appliances, and motors.
- Inspect electrical wiring and fixtures for defects according to electrical code.
- Inspect for violations of current electrical code and reports to appropriate authorities.
- Determine proper materials and equipment for use by subordinates.
- Diagnose problems with electrical systems.
- Install and repair electrical systems, appliances and motors.
- Run conduit for telephones and electric circuits.
- Maintain records of regular facility maintenance and electrical projects.
- Inspect and make minor repairs to generators.
- Communicate effectively, orally and in writing, including use of a two-way radio.
- Effectively type and operate a computer and other office devices including calculators, telephones, copy and fax machines and printers; effectively use Microsoft Office including Excel, Outlook and Word.
- Participate in business, facility and event operations including moving loads of up to 25 lbs as required.
- Function and work effectively within stressful situations and environments, particularly that of an event-based nature.
- Function and work effectively in an office setting with minimal to moderate noise levels as well as facility areas with moderate to loud noise levels where event functions and facility maintenance are taking place.
- Work a varied schedule, including typical weekday hours, evenings, nights, early mornings, overnight hours, weekends and holidays as required; frequently work more than a 40-hour workweek, contingent on facility and event requisites.
- Perform relative duties and manage other responsibilities as assigned.

Qualifications:

- Ability to meet or exceed KICC's attendance and punctuality standards.
- Ability to use common electrical tools and test equipment.
- Ability to understand and follow directions accurately.
- Ability to work with minimal supervision.
- Must be customer-orientated and professional and use proficient verbal and written communication skills.
- Advanced electrical background and aptitude with a willingness to learn and adapt to new situations.

Minimum Requirements:**Education:**

- Bachelor's degree from an accredited college or university.
- Experience in the electrical field may substitute for desired education.

Experience:

- Licensed as a Master Electrician by the Kentucky Department of Housing, Buildings and Construction.
- 5 years of experience working in a commercial or industrial electrical environment or related service field.
- At least two years of supervisory responsibility.
- Knowledge of single and three-phase electrical systems, both Wye and Delta configurations, up to 480 volts AC, medium voltage up to 13.8 kV; certification is a plus.

Additional Requirements:

Applicants and employees in this job title may be required to submit to a drug screening test and background check.

Application Process:

Interested applicants should email a cover letter, résumé and at least three professional references to:
Paul Herberg
Director of Human Resources
Kentucky Venues
paul.herberg@kyvenues.com

The subject line of the email shall state “KICC Master Electrician”.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, SEXUAL ORIENTATION, GENDER IDENTITY, GENETIC INFORMATION OR VETERAN STATUS. REASONABLE ACCOMODATIONS ARE PROVIDED UPON REQUEST.