



Position Title: Electrical Foreman

Classification: Non-Exempt

Department: Operations & Facilities Dept (Local 3 – House Electric)

Supervisor: Director of Facilities

Hourly Rate: \$66.50 (Based on Local 3 - Electricians CBA)

Applicants can submit a resume via e-mail to careers@javitscenter.com

The Javits Center is considered the busiest convention center in the United States, hosting the world's leading conventions, trade shows, and special events on Manhattan's West Side. These large-scale events have generated billions of dollars in annual economic activity for New York City and New York State, supporting thousands of jobs in and around the facility. Located on 11th Avenue between West 34th Street and West 40th Street, the iconic structure has played a prominent role in New York's recovery and resurgence, and with a state-of-the-art expansion project recently completed, the venue features more than 850,000 square feet of total exhibition space, two new floors of meeting room space, a rooftop pavilion and terrace, as well as a range of catering, sustainability, and technology services.

Position Summary:

The Electrical Foreman is responsible for assisting with the inspection, installation, scheduling, calibrating, testing, repairs & maintenance of all electrical systems and equipment for the interior and exterior of the Javits Center buildings. The position requires assisting with managing, scheduling and supervising staff, contractors, and electrical projects to include procurement of equipment, supplies and materials. Provides technical assistance to the center's functional shops, trades and departments. Coordinates energy management efforts and responds to energy demand needs. Interested candidates must be willing to work full-time onsite at the Javits Center.

Essential Functions:

- Installations, diagnoses, repairs and services of high, medium and low voltage electrical power distribution systems, including IT infrastructures (CAT 6 cabling, Fiber and CCTV) and automated controls for large commercial building systems.
- Electrical installation, electrical feeders testing and repairs for HVAC (Heating, Ventilation and Air Conditioning) elevators, escalators, emergency power generators, electrical and



mechanical equipment, BacNet Fiber and CAT 6 IT Cabling, variable frequency drives, and building automation integration.

- Diagnose, test, and calibrate systems for better energy consumption; loop tuning and system responsiveness.
- Understanding of BacNet integration, PPCL (programmable power control logic).
- Generate, document, and share detailed technical electrical / electronic data and energy reports as well as full design interpretation and understanding of electrical and electronic drawings, schematics, literature, sketches, shop drawings, designer and manufacturer specifications for high tension, medium and low voltage power distribution.
- Proficient in testing, installing, setting up, maintaining data and communications cabling for switches, servers and computers onsite.
- Experienced in Microsoft Office, lighting distribution, IT cabling and technology controls, and building management systems.
- Installation, testing, repairs, and maintenance of life safety systems (fire alarm, smoke controls, electrical components of fire sprinklers system and fire suppression systems).
- Ability to provide on-site staff training on automated controls system operations.
- Skillful in the repairs, maintenance, and use of Siemens DESIGO, Building X, Digital Twin software, fire alarm, and ARC (Auxiliary Radio Communications) systems, electrical meters, and electrical testing tools and equipment.
- Knowledge of modulators, encoders, decoders, optical receivers, optical transmitters, multiplexers, amplifiers, multi- meter, and Trilithic (broadband communications).
- Knowledge of testing and measuring equipment, radio frequency microwave components, fire alarm and emergency smoke control systems, digital and analog meters, electrical digital analyzers, optical time-domain reflect-o-meters (OTDR), and electrical infrared testing.
- Full responsibilities for service, repairs, and maintenance to primary and secondary power distribution systems to include main primary switchgears, secondary paralleling switch gears, substations, Step-up, down and isolating transformers, Automatic Transfer Switches, motor control centers & VFD's, normal & emergency power panels and lighting electrical panels, including associated controls and software.
- Ability to implement and generate planned scheduling, reports, estimates, material take offs, and energy trend reports for energy consumption, emergency load reduction (load shedding and balancing), and comfort control systems.
- Follow and support Local 3 CBA agreement, managerial goals, objectives, and the Javits Center's policies and procedures.



Qualifications:

- Must be able to perform essential functions of the position with or without reasonable accommodation.
- Preferred New York licensed electrician or electrical engineer
- 10 years of experience and full understanding of National, State and City electrical codes to include but not limited to NEC, NFPA, DOB, NYS, DASNY, FDNY, and NYC building electrical codes.
- Full OSHA, LOTO (Lock Out- Tag Out) and ARC Flash Safety understanding.
- Local 3 – Classification “A” – Journeyman / Wireman.
- Inventory control, par stock, FIFO, and Just in Time ordering.
- Ability to manage technical building control systems, including PLC (Programmable Logic Controllers), ASCO PMS (Power Management Systems), and Electrical Sequence of Operations controls including Manufacturer and Design algorithms.
- Must have electrical, instrumentation, electronics, design, repair & maintenance or similar industry experience.
- Must have electrical controls and mechanical experience.
- Must have computer skills (Microsoft Office, NetSuite), graphics navigation software, Life Safety Systems & Fire controls, Solar PV, PMS, CMMS, and BMS/BAS.
- Ability to work under time constraints and be able to multi-task.
- Ability to analyze problems quickly and accurately and to implement effective courses of corrective action.

Special Conditions of Position:

- Must have a valid driver’s license and technical certifications.
- Required flexibility to allow for evening, weekend, and holiday coverage when needed.
- Must be able to work in high elevations utilizing scissor lifts, boom lifts, and scaffolds.
- Must be able to lift 50 Lbs. regularly and 35 lbs. constantly.
- Must be able to stand and walk for extended periods of time.
- Will be subjected to routine indoor and outdoor work and exposure to climate changes and extreme weather conditions.

The policy of this company prohibits any employment practice which in any way discriminates or tends to discriminate against any person, employee, or employment with respect to conditions or privileges of employment because of an individual’s race, color, religion, national origin, ancestry, marital status, non-job-related disability, past service in the Armed Forces of the United States, sex, or age as provided by law. NY CONVENTION CENTER OPERATING CORPORATION IS AN EQUAL OPPORTUNITY EMPLOYER.



In adherence to our commitment to fostering an inclusive and accessible workplace, the Javits Center extends its dedication to providing reasonable accommodations. Candidates requiring adjustments during the application process or employees seeking workplace accommodations are encouraged to liaise with our Human Resources department. Our organization is unwavering in its resolve to ensure equitable opportunities, and a workplace environment characterized by support and fairness for all.