



**GWA RESOLUTION NO. 37-FY2023**

**RELATIVE TO THE ADOPTION OF THE ELECTRICIAN SUPERVISOR POSITION  
TO THE GWA CERTIFIED, TECHNICAL, AND PROFESSIONAL LIST**

**WHEREAS**, under 12 G.C.A. § 14105, the Consolidated Commission on Utilities (“CCU”) has plenary authority over financial, contractual, personnel, and policy matters relative to the Guam Waterworks Authority (“GWA”); and

**WHEREAS**, the GWA is a Guam Public Corporation established and existing under the laws of Guam; and

**WHEREAS**, Public Law 34-131, Section 2, §6303 (d) and (2C) authorizes the creation of positions in Autonomous Agencies and Public Corporations; and

**WHEREAS**, GWA Personnel Rules and Regulations as amended by Public Law 28-159 Section 3 (C) authorizes the CCU to amend, modify or add a position to the list of certified, technical, and professional positions; and

**WHEREAS**, the recruitment of the Electrician Supervisor position will allow for the proper staffing and workforce planning to increase competence, productivity, and efficiency, including supervisory duties and responsibilities.

**NOW BE IT THEREFORE RESOLVED**, the Consolidated Commission on Utilities, as the Governing Body of the Guam Waterworks Authority, does hereby approve and authorize the following:

1. To adopt and add the position to the Certified, Technical, and Professional (CTP) list of positions:
  - Electrician Supervisor

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2. To adopt proposed minimum and maximum ranges of compensation, in accordance with the Strategic Pay Methodology as follows:

Benchmark Position	20 <sup>th</sup> Market Percentile (2017 Market Data – 5 Sub-Steps)										
	Structural Adjustment- MIN						Structural Adjustment- MIN				
	JE Points	Base Salary	Hourly	Grade	Step	Sub-Step	Base Salary	Hourly	Grade	Step	Sub-Step
Electrician Supervisor	911	\$70,531.00	\$33.91	L	5	D	\$73,395.00	\$35.29	L	6	D

3. Upon approval of the addition of the position, GWA shall recruit for the position as soon as practical.

**RESOLVED**, that the Chairman certified, and the Board Secretary attests to the adoption of this Resolution.

**DULY AND REGULARLY ADOPTED** this 25<sup>th</sup> day of July 2023.

Certified by:



**JOSEPH T. DUENAS**  
Chairperson

Attested by:



**PEDRO ROY MARTINEZ**  
Secretary

**SECRETARY'S CERTIFICATE**

I, Pedro Roy Martinez, Board Secretary of the Consolidated Commission on Utilities as evidenced by my signature above do hereby certify as follows:

The foregoing is a full, true and accurate copy of the resolution duly adopted at a regular meeting by the members of the Guam Consolidated Commission on Utilities, duly and legally held at a place properly noticed and advertised at which meeting a quorum was present and the members who were present voted as follows:

AYES: \_\_\_\_\_ 5  
 NAYS: \_\_\_\_\_ 0  
 ABSENT: \_\_\_\_\_ 0  
 ABSTAIN: \_\_\_\_\_ 0



## ELECTRICIÁN SUPERVISOR

### NATURE OF WORK IN THIS CLASS:

Supervises and participates in the installation, alteration, maintenance and repair of electrical systems, appliances and devices.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed).

Supervises and participates in the installation, alteration, maintenance and repair of electrical systems, appliances and devices.

Establishes work schedules and practices; makes decisions regarding need for, and extent of repairs to be made of systems and equipment.

Makes time and material estimates; reviews work in progress and inspects completed jobs.

Makes periodic inspection of electrical systems, appliances, and devices to determine adequacy of repairs or replacements.

Supervises the maintenance of records of repairs and operating expenses and inventory and replacement orders; prepares reports.

Keeps current with electrical equipment repair manuals, directives and manufacturer's instruction materials pertaining to the trade.

Implements agency policies for personnel, training and safety; recognizes unsafe conditions and plans work in accordance with accepted and recognized safety procedures and practices.

Meets with officials regarding electrical equipment and maintenance programs or problems.

Performs related duties as required.

### MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the principles, methods, practices, techniques and materials used in the installation, alteration, maintenance and repair of electrical systems, appliances and devices.

Knowledge of local electrical codes.

Ability to supervise the work of others.

Ability to make decisions in accordance with pertinent laws and appropriate policies and procedures.

Ability to make time and material estimates on work projects.

Ability to interpret and work directly from electrical manuals, sketches and blueprints.

Ability to maintain records and prepare reports.

Ability to enforce safe work practices on the job.

Skill in the electrical trade.

MINIMUM EXPERIENCE AND TRAINING:

(a) Six years of experience in the installation, alteration, maintenance and repair of electrical systems, appliances and devices, including two years at the skilled level; or

(b) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

ESTABLISHED: JULY, 1980

  
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DAVID R. FLORES, Executive Director  
Civil Service Commission