

Testing Information for Greensboro Electrical City Card

City of Greensboro Ordinance Chapter 6-Article III- Division 3-Section 6-138 requires qualified people if working without supervision in the City. This does not exempt the individual from being employed by a North Carolina licensed electrical contractor. To be employed by a licensed electrical contractor is required by NC General Statute while working as an electrician.

One of the ways to be “qualified” is to possess a city card that you may obtain through the electrical section of Development Services. It is required if your residence is in a city that has a city card, you are required to take it there.

{A current city card from another jurisdiction in NC and/or documentation of an active NC electrical license are two other methods of qualification.}

The requirements are eight thousand hours, equivalent to four (4) years of electrical “hands-on” experience documented thru a letter(s) on the electrical company letterhead. This may be one or more letters, however many employers it takes to provide documentation of the required eight thousand hours/ four years experience. This experience must be documented as hours and year(s) of employment of “hands on” electrical work.

The exam is offered the second Tuesday of every month. The applicant should report in to Development Services, 300 W Washington St., UG level no earlier than 8:30am. If necessary, another time may be arranged by prior arrangement. . (There is metered parking across the street from MMOB and across the street at the 215 N. Greene St Parking Garage)

The individual should have at that time the following:

- Picture Id
- Completed application¹
- Letter(s) documenting experience
- 2017 & 2020 National Electrical Code book
- calculator
- pencils

Upon documentation of experience, and payment of the fee, fifty dollars (\$50.00), the applicant is required to take an open book exam, (based on 2017 National Electrical Code for Residential & 2020 NEC for Commercial), within a four (4) hour time period. The exam usually begins 8:30-9:00. The applicant must achieve a minimum score of seventy (70) to pass.

The first Tuesday of the month, the submitted documentation of each applicant is checked for compliance of the standard. If in compliance, the application shall be approved. The city card will be available, for the applicant, for either pick up or it will be mailed to the applicant’s home address by the end of the 2nd business week of the following month. If the successful applicant requires the “card” immediately for employment purposes, the Chief Electrical Inspector must be notified at time of exam.