



## **JOB DESCRIPTION: APPRENTICE LINEMAN**

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### **1 JOB SUMMARY:**

Under the supervision of the Manager of Operations and under the direction of a Crew Foreman and/or Journeyman Lineman, constructions and maintains cooperative distribution lines, installs and inspects equipment, and patrols lines for areas needing maintenance. Responsible for keeping accurate records of equipment, job, outage, and associated reports.

### **2 POSITION RESPONSIBILITIES:**

**Assists in the following until completion of Apprenticeship, as outlined in the Price Electric Cooperative Standards of Apprenticeship.**

- (a) Construct and maintain distribution lines, including:
  - 1) clearing right-of-way, digging pole and anchor holes
  - 2) framing poles, setting poles and anchors,
  - 3) stringing, sagging, armor rodding, tying in conductors, making up and installing down guys,
  - 4) installing and maintaining underground equipment, cable and special underground switches.
- (b) Install transformers, transformer banks, breakers, take-off assemblies, services, regulators, street lights and related equipment, meters, lightning arrester equipment, etc. on energized or de-energized lines.
- (c) Perform inspection, maintenance, and operation of oil circuit reclosers, and transformers. Read operations counters and forwards recorded information.
- (d) Patrol distribution lines and reports (in writing) conditions which may need maintenance.
- (e) Construct C.T. and P.T. meter installations.
- (f) Tests and reports voltage condition and load checks, balance loads; takes load and voltage surveys as directed.
- (g) Perform standby as scheduled to answer trouble calls when required.
- (h) Maintain assigned vehicles and tools in a safe operating condition; refers vehicle repair work to Manager of Operations in writing.
- (i) Completes all proper reports as relates to job briefings, truck maintenance, daily time and mileage reports, staking sheets, oil samples, switching orders, transformer changes, OCR changes, pole and underground maintenance reports, outage reports, etc. as required to maintain proper files and documentation.
- (j) Performs other miscellaneous duties to accomplish the assigned work such as loading and unloading poles, transformers and other material, reads meters, removes for testing or makes field test of meters as required, operates two-way radio, etc.
- (k) Use communication skills necessary to effectively communicate with foreman, other line crew personnel and the general public to meet the goals of the Cooperative.

- (l) Occasional supervision of apprentice lineman, equipment operator, ground man, and/or laborer position when assigned.
- (m) Additional Essential Functions
  - 1) Input or search for data in iVUE system.
  - 2) Demonstrate knowledge of Price Electric operations, policies, procedures, and services.
  - 3) Preserve confidentiality of cooperative and member issues when relating to employees, members and general public.
  - 4) Understand and adhere to safety rules as stated in the WECA safety manual, may participate in the Cooperative's safety committee.
  - 5) Answer inquiries from members, management, and employees.
  - 6) Attend training under the direction of the Manager of Operations, including meetings, classes and seminars in related areas.
  - 7) Answer member outage calls, working outside business hours as necessary.
  - 8) Maintain Cooperative image through following Cooperative Principles.
  - 9) Perform other duties as requested and assigned.

### 3 POSITION SPECIFICATIONS

(a) EDUCATION/WORK EXPERIENCE:

High school diploma or equivalent required. One year of college or technical college in Electric Distribution preferred.

(b) JOB KNOWLEDGE:

Working knowledge of the duties of the position with knowledge of RUS construction specifications and the applicable portion of the National Electric Safety Code and OSHA. Have a thorough knowledge of first aid, CPR, and Bucket and Pole Top Rescue techniques.

(c) RESIDENCY:

Must reside within 20 minutes of the office assignment (W6803 Springs Drive, Phillips, WI 54555).

(d) ABILITIES AND SKILLS:

Manual dexterity to maintain proper safety while performing work from the pole in hooks or in the bucket, while driving the line truck and in normal operation of a winch truck, line construction vehicles, four-wheelers or other available equipment or tools. Must be able to read, write and do arithmetic. Have ability to communicate effectively, both orally and in writing. Demonstrate ability to follow directions and prioritize job tasks. Able to analyze information, coordinate people and resources and communicate with a variety of co-workers.

(e) WORKING CONDITIONS:

Work is performed most frequently outdoors in weather conditions that vary from sub-zero to heat above 90 degrees, in wet and dry conditions and in rural areas. Employee performs duties around energized and de-energized electric lines and equipment and moving mechanical parts. Work may be performed in confined spaces. Some exposure to odors, gases, dust and dirt may occur. The noise level in the work environment may range from moderate to loud.

(f) **PHYSICAL REQUIREMENTS:**

Work is heavy and requires exertion of up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects. Lifting and carrying of 10 to 50 pounds frequently is required. Reaching and lifting overhead is frequent. Job requires standing, crawling, climbing, bending, twisting, pushing, pulling and reaching a majority of the time. Performs work on poles at heights of up to 75 feet, normally in awkward positions. May spend long periods of time driving and/or riding in line construction vehicles to reach remote areas of the service territory.

(g) **LICENSE REQUIREMENTS;**

Valid Class A CDL Wisconsin Driver's License required with a satisfactory driving and safety record. All drivers over the age of 21 must be licensed at Tier 1 and cannot have the following restrictions: L, Z, E.

**4 REPORTS TO:**

(a) Reports to:

Manager of Operations

I acknowledge receipt of this job description and confirm my ability to perform the duties outlined based on the physical requirements outlined in this job description.

Apprentice Lineman Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_