

VILLAGE OF VERSAILLES

An Equal Opportunity Employer

POSITION DESCRIPTION

Class Title: Electric Lineman I

Position Title: Electric Lineman I

Dept./Division: Electric

Employment Status: Full-Time

Reports To: Electric Foreman

FLSA Status: Non-Exempt

QUALIFICATIONS:

Any combination of training and work experience which indicates possession of the knowledge, skills, and abilities listed below. An example of an acceptable qualification for this position:

1. High school diploma or general education degree (GED).
2. One (1) year on-the-job work experience with high voltage electrical power lines and appurtenances (e.g., transformers, metering equipment, etc.).
3. Commercial Driver's License (CDL) with a Class B endorsement (must be acquired by the end of six [6] month probationary period).
4. Must possess a valid Ohio driver's license.
5. Must be willing to participate in Lineworker Training as directed by Management.

GENERAL DESCRIPTION:

Under general direction, services and maintains 4KV and 12KV electric distribution system; construct new electric distribution system facilities; locates and repairs outages on energized overhead and underground equipment; constructs new substations; installs, maintains, and repairs traffic control system.

EQUIPMENT OPERATED: The following are examples only and are not intended to be all inclusive.

Aerial bucket truck, digger derrick truck, trencher, backhoe, pick-up truck, forklift, dump truck, brush wood chipper, power tools, two-way radio, climbing spikes, computers, SCADA System, live line tools.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS:

For purposes of O.R.C. 4167.

The employee must negotiate, use, or work with or in the vicinity of:

1. Portable metal/fiberglass ladders.
2. Fixed ladders.
3. Vehicle-mounted elevating and rotating work platforms.

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4. Noisy operations or activities.
5. Compressed gases (argon).
6. Acetylene.
7. Oxygen.
8. Flammable and combustible liquids.
9. Hazardous waste operations involving emergency response operations for release of or threats of release of hazardous substances (PCB's).
10. General requirements for use, care, and limitations of personal protective equipment.
11. Fall protection for employees system requirements to eliminate fall hazard.
12. Eye and face protection due to potential exposure to flying objects, impact, and other hazards.
13. Occupational head protection due to potential impact to the head from objects, electricity, and other hazards (required only when hazards are present or likely to present).
14. Electrical protective devices (such as rubber gloves) to prevent electrical shock.
15. Hand Protection.
16. Machines and equipment which could accidentally become energized (lockout/tagout).
17. Medical and First Aid. Use of AED equipment
18. Handling of material and supplies. (Includes mechanical handling equipment, the manner in which things are stored, and housekeeping.)
19. Powered industrial truck.
20. Derrick.

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21. General requirement for safe use of tools and guarding.
22. Woodworking equipment.
23. Abrasive wheels.
24. Hand and portable tools.
25. Guarding of portable power tools.
26. Jack stands.
27. Oxygen-fuel gas welding and cutting.
28. Arc welding and cutting.
29. Electrical, generation, transmission, and distribution.
30. Electrical wiring (residential, commercial, industrial, secondary and primary voltages).
31. Installation of wiring cables, and other equipment which transmits electricity.
32. Human blood or other potentially infectious materials.
33. Hazardous chemicals.
34. Electrical cabinets.
35. Electrical vaults.

GENERAL DUTY: SAFE AND HEALTHFUL WORKPLACE

The employee:

1. Works on, near, or around energized power lines and electrical equipment.
2. Works in or around crowds and traffic.

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3. Has exposure to potentially vicious animals.
4. Has exposure to life threatening situations.
5. Has exposure to fire.
6. Has exposure to hot, cold, wet, humid or windy weather conditions.
7. Has exposure to hazardous driving conditions.
8. Has exposure to shaking objects or surfaces.
9. May work in dark and/or confined conditions.

Note: In accordance with the U.S. Department of Labor physical demands strength ratings, this is considered heavy work.

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JOB DESCRIPTION AND WORKER CHARACTERISTICS: JOB DUTIES

ESSENTIAL FUNCTIONS OF THE POSITION: For purposes of 42 USC 12101.

1. Locates and repairs outages in overhead and underground equipment; connects fuses and transformers; erects utility poles and attaches hardware.
2. Operates line truck and trenchers; works aerial lift truck; trims trees and removes other obstructions to utility lines; drives trucks and performs routine vehicle maintenance.
3. Constructs new 7.2 KV and 2.4 KV distribution lines (e.g., poles, framing, conductors, line maintenance, etc.) and 69 KV sub-transmission line. Maintains existing power poles, electric lines, hardware, and equipment.
4. Locates O.U.P.S. for underground wiring and digging purposes.
5. Operates tools for power plant maintenance (e.g., welder, drill press, bench grinder, body grinder, lathe, top and die cutting torch, etc.).
6. Reads electric meters and records information; repairs, installs, and removes meters.
7. Maintains and repairs all Village lights.
8. Installs, maintains, and repairs components of traffic control system; strings wire and installs parts.
9. Changes all lights for Village facilities.
10. Performs custodial duties (e.g., mows grass, washes and waxes vehicles, sweeps and mops floors, etc.).
11. Performs wiring and other electrician functions at Village facilities.
12. Handles a variety of troubleshooting.
13. Climbs forty (40) to fifty-five (55) foot wooden poles and seventy-five (75) to one hundred (100) foot steel structures.

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14. Lifts and moves up to one hundred (100) pounds a distance of thirty (30) yards.
15. Follows all Village safety and health policies and procedures.
16. Attends safety meetings and seminars.
17. Maintains required licenses or certificates.
18. Demonstrates regular and predictable attendance.
19. Demonstrates good computer skills, mapping of electric utility infrastructure, and record keeping.
20. Demonstrates good housekeeping practices.

OTHER DUTIES AND RESPONSIBILITIES:

1. Attends workshops or seminars related to duties performed.
2. Assists other departments of the Village (e.g., police with traffic control, fire with traffic control or rescue, water with water main breaks, street with snow plowing, parks and cemetery with mowing grass, cleaning sewer lines, water and water treatment plants, maintenance work details, etc.).
3. Demonstrates and maintains satisfactory public relations.
4. Maintain street light pole banners, flags, special tree and holiday lighting.
5. Performs other duties as assigned by supervisor.

MINIMUM ACCEPTABLE CHARACTERISTICS: (*indicates developed after employment).

Knowledge of: Village policies and procedures; safety practices and procedures; electrical construction maintenance, and repair; electrical principles; traffic control; traffic signals; public relations; occupational hazards; tools, equipment, and materials used in electric distribution line construction and maintenance; computer software applications; computer controlled equipment; PLC equipment; CT and PT metering equipment.

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Skill in: use of aerial bucket truck; digger derrick truck; trencher; backhoe; dump truck; power tools; live line tools and hand tools on and/or around energized electric facilities; two-way radio.

Ability to: interpret policies, procedures, and regulations; carry out detailed but basic written or oral instructions; interpret a variety of instructions in written, oral, picture, or schedule form; deal with problems involving several variables within familiar context; recognize unusual or threatening conditions and take appropriate action; exercise independent judgment; complete routine forms; prepare accurate documentation; compile and prepare reports; communicate effectively; develop and maintain effective working relationships; performs heavy manual labor for extended periods of time in often adverse conditions; travel to and gain access to work site; lift and move up to 100 pounds, 30 yards; climb structures of 40 feet to 100 feet high; work safely; exhibit and maintain satisfactory work ethics and public relations.

PERFORMANCE EVALUATION:

Per the Village of Versailles Policy Manual.

This job description in no manner states or implies that these are the only duties and responsibilities to be performed by the incumbent who will be required to follow other instructions and perform any duties required by the position's supervisor, Village Administrator, Mayor, or designee.

Approved by Mayor or Designee

Date

Employee Signature

Date