

CORDOVA ELECTRIC COOPERATIVE, INC.

POSITION DESCRIPTION

POSITION TITLE: **APPRENTICE LINEMAN**
DEPARTMENT: **DISTRIBUTION**

Last Reviewed: September 2021
Classification: FLSA Non-Exempt Hourly
Reports To: Manager of Generation and Distribution
Supervisory Responsibilities: None
Pay Grade or Range: Starts at \$30.66/hr
Position Type: Full-Time
Schedule/Hours: 10-hour 4-day or 8-hour 5-day weekly work schedule
 Scheduled and unscheduled overtime required as needed, including 24-36
 hours of continuous work during outages

This is an entry-level position. Under the supervision of a Journeyman Lineman, Foreman, Manager of Generation and Distribution, or other management designated by the CEO, the incumbent performs overhead and underground electric line construction and maintenance and operates and maintains equipment as needed to supply power to the cooperative members.

* “Lineman” is used only in the generic sense and includes all genders.

I. ESSENTIAL FUNCTIONS

Under direction of a lineman/foreman, the incumbent must be able to efficiently and safely:

- A. Assist linemen to install and connect both underground and overhead single and multi-phase poles, pole hardware, line equipment, and such auxiliary equipment as transformers, lightning arresters, switches, fuses and insulators.
- B. Perform line work underground and overhead on a pole, including removing broken or defective conductors, insulators, cross arms, brackets; installing new or other hardware, and other functions
- C. Assist Linemen to string and secure new conductors both underground and in the air and to cross arm insulators and splice or affix wire to adjoining sections of line to complete circuit.
- D. Open switches or clamp grounding device to energized equipment or de-energize line or accessories as directed by supervisors.
- E. Operate and maintain (or see that it is maintained in good working condition) a wide variety of assigned equipment, with particular emphasis on correcting conditions that might endanger self or others.
- F. Transfer wires from defective equipment underground and from poles to new poles.
- G. Suspend insulated ladders and platforms from pole cross arms and cover energized line with fiber guards to facilitate safe handling of high-voltage lines both underground and overhead without interrupting service by power shutoff and use long insulated poles (hot sticks) fitted with mechanically or hydraulically operated grasping and crimping tools.
- H. Patrol power lines and repair applicable situations or report situations that require engineering attention or other work forces or equipment.
- I. Trim trees and clear right-of-way as required to maintain power line clearance.
- J. Service streetlight systems.

- K. Timely complete reports, data tickets, logs, time cards, or similar paperwork following prescribed formats as explained by supervisors.

Employee must be able to perform the essential functions of the position satisfactorily. If requested, reasonable accommodations may be made to enable an employee with a disability to perform the essential functions of the job, absent undue hardship.

The above items are not intended to be all-inclusive of essential functions or requirements of this type of work as they are subject to change based on operating necessity of the utility.

II. QUALIFICATIONS

Qualified candidates for this position will have the relevant education and experience necessary to perform the essential functions and meet the minimum performance expectations for this position.

Required Qualifications/Experience:

- A. A High School Diploma or GED.
- B. A valid State of Alaska driver's license.
- C. Must possess, or be able to obtain, a Class A Commercial Driver's License issued by the State of Alaska.
- D. Must attend and successfully complete the required Alaska Joint Electrical Apprenticeship Training Trust school to become a Journeyman Lineman.

Preferred Qualifications/Experience:

- A. Prior electric or electric utility experience.

Required Knowledge, Skills, and Abilities:

- A. Read maps, specifications, staking sheets, blueprints, and complex diagrams.
- B. Measure, cut, or otherwise work on materials or objects with precision and skillfully use a wide variety of hand tools and machines.
- C. Maintain working knowledge of the most up-to-date and effective techniques of first aid and respiration, including pole-top and manhole rescue.
- D. Use practical applications of fractions, percentages, ratios, proportions, or other math skills normally required in electrical theory or general line work.
- E. Read and understand newspapers, periodicals, journals, and manuals.
- F. Speak or signal with people to convey or exchange information.
- G. Exercise good judgment by selecting, using, and adjusting body parts, tools, or work aids to work, move, guide or place objects or materials accordingly.
- H. Climb poles or ride in bucket attached to truck mounted boom.

The essential functions, duties, and requirements listed in this job description are not intended to be all-inclusive, as the employee will also be required to perform other business-related duties as assigned by the immediate supervisor and other management personnel.

III. ADDITIONAL DUTIES & RESPONSIBILITIES

- A. Must follow all Cooperative policies and procedures.
- B. Must follow all OSHA and other applicable safety standards.

- C. Must abide by Collective Bargaining Agreement
- D. Inspect work after completion to make certain it has been done properly and in accordance with applicable specifications and codes.
- E. Perform the duties of this position in a safe and efficient manner.
- F. Accept responsibility for the accuracy of the work that is turned out.
- G. Work cooperatively and courteously with fellow employees, supervisors, and the general public.

IV. PHYSICAL AND OTHER DEMANDS

Cordova is an isolated, remote town, inaccessible by road, and subject to extreme weather. Candidates must be prepared for living and working in this location.

Physical Demands:

- A. Requires traversing over uneven ground and around obstacles while carrying equipment and materials under a wide variety of weather conditions.
- B. Must be able to hear malfunctioning equipment, radios, etc.
- C. Must be able to see and recognize equipment problems, construction/maintenance, etc.
- D. Must be able to operate a wide variety of large and small trucks, tensioner, puller, digger derrick, aerial man-lift, and other special equipment.

<u>Physical Requirements</u>	<u>Frequency</u>	<u>Description/Activity</u>
Sit	Sit from 30 to 60 minutes	Safety Meetings/Training
Stand	Stand in one place for brief periods of time	Job Briefings
Walk	Up to 4 to 6 hours a day	Line Patrol
Bend	Occasional	Load and unload material
Squat	Occasional	Install Line Hardware
Crawl	Occasional	Working in confined or enclosed vaults and roofs
Climb	Occasional	Ladders
Kneel	Occasional	Assemble line hardware
Reach	Occasional	Install new conductor, new construction, rebuild
Push	Occasional	Repair, maintain and install new distribution OH and URD
Pull	Occasional	Up to 100 pounds for short distance maintenance/construction
Lift/Carry	Occasional	50 to 100 pounds. Installations. Use two employees when possible

Work Conditions:

- A. Must be able to work in variable weather conditions (including but not limited to rain, high winds, temperature in excess of 80 degrees (Fahrenheit) or below -10 degrees (Fahrenheit), large amount of snow, long periods of darkness, etc.).

- B. Outside conditions may include exposure to seasonal pollen, bee stings, insect bites, and wild animals.
- C. Must be able to work long hours in stressful conditions when restoring power during storms or other outages.
- D. Commonly exposed to situations and/or chemicals such as oils, paints and solvents, which, if handled improperly, have the potential for bodily injury.
- E. Must be able to travel to remote work locations, using light planes, boats, snow machines, and other methods of transportation, sometimes under hazardous conditions.
- F. May require sleeping in locations without beds and preparing own meals in locations that lack amenities common to commercial public accommodations.
- G. Must be able to work long hours in stressful conditions when restoring power during storms or other outages.

V. SIGNATURES

CEC reserves the right to revise or change position duties and responsibilities with or without notice. This position description does not constitute a written or implied contract of employment.

I have read and understand this position description:

Employee

Date

CEO

Date