

LYON-LINCOLN ELECTRIC COOPERATIVE, INC.
POSITION DESCRIPTION

Position Title: Journeyman Lineman
Reports To: Crew Chief
Directly Supervises: 0
Division: Operations

Position Purpose: To provide for effective and efficient operations, maintenance and construction activities on energized or de-energized lines with or without supervision in a safe manner.

Responsibilities and Duties:

Within the limits of approved board policies, operating guides and procedures assumes responsibility and has commensurate authority for the following activities:

- 1) Investigates and remedies service interruptions and assists in evaluating the cause of the interruption to assure prompt restoration of service to member-owners and continued service reliability.
- 2) Participates in the construction of distribution lines and services as assigned to provide new or improved service to our member-owners.
- 3) Performs maintenance activities on energized or de-energized lines to keep the system in a safe and operable condition.
- 4) Assists in analyzing and evaluating operation and maintenance activities relative to member-owned facilities and assists in investigation and resolution of service problems to assure that installations and services are made in compliance with required specifications and to maintain member-owner confidence and satisfaction with our electric service delivery.
- 5) Sets voltage regulators, conducts scheduled voltage and load surveys, assists in the preparation of analysis reports, and takes such corrective action as is required to help assure that voltage levels on lines are within specifications.
- 6) Conducts line patrol activities and takes corrective actions as deemed necessary to assure safe and reliable service to member-owners.
- 7) Performs switching procedures when deemed necessary or as directed to facilitate operations.
- 8) Installs sectionalizing equipment and assists with maintenance to provide continued reliable service within the required specifications.
- 9) Connects single-phase and multi-phase transformer connections using the correct configuration to assure end user of proper voltage levels.
- 10) Locates and marks underground cable routes as requested to allow others to safely dig without service interruption or cable damage.

- 11) Conduct job briefings, when acting as Lead Lineman, with assigned personnel prior to commencement of work to be performed. Once briefings are completed, the Lineman shall perform the normal duties of a Journeyman Lineman unless documented medical conditions prohibit activities.
- 12) Supervises, when acting as Lead Lineman, all hot gloving or other methods of hot line work involving normal maintenance or operational duties of the crew.
- 13) Directs the work activities of an Apprentice Lineman as assigned and assists in the on-the-job training of Apprentice Lineman during their four-year apprenticeship to ensure safe working practices are followed and to help ensure that they are capable of assuming Journeyman Lineman duties after the training period is complete.
- 14) Maintains security and street lighting and promotes the installation of improved lighting equipment to provide for a safe, secure environment during the evening hours.
- 15) Makes secondary breaker changes and reconnects, disconnects, installs, and removes meters at the request of the member-owner or Billing Clerk to assure timely compliance with member requests and/or Cooperative policy.
- 16) Coordinates and oversees the work of outside contractors when assigned to assure compliance with required specifications and safe working conditions.
- 17) Makes frequent checks of tools and protective equipment and submits recommendations for replacing defective materials to assure that they are safe and operable.
- 18) Assists in the maintenance of vehicles and equipment assigned to work unit to assure that they are safe, operable and that the required documentation is completed.
- 19) Assists in the maintenance of vehicle material inventories and completes required documentation to assure proper material records are kept.
- 20) Maintains material inventories and completes required documentation for assigned vehicle and projects to assure proper material records are kept.
- 21) Attends and participates in safety meetings to become aware of safety rules and regulations and to help assure that safe working practices are followed, and a safe working environment exists for the individual, fellow employees, and member-owners.
- 22) Maintains a current knowledge of first aid, CPR and other life saving techniques and performs these techniques as necessary to ensure that prompt attention is given to co-workers during emergencies.
- 23) Assists in the installation and maintenance of Cooperative's AMI equipment.
- 24) Reads meters and collects from member-owners with overdue accounts to assist the Billing Clerk in keeping accounts current and accurate.
- 25) Assures the maximum productive use of personnel, materials, and equipment on assigned projects consistent with approved specifications and in compliance with established safe working practices and policies to assure a safe and productive work environment.
- 26) Reviews assigned construction or maintenance projects and recommends to the Line Superintendent, the required personnel, materials, and equipment needed to assure a timely and safe completion of the project.

- 27) Coordinates the completion of assigned projects with other LLEC crews and representatives of other utilities to assure proper coordination and completion of job assignment.
- 28) Keeps informed of and provides support for Cooperative goals, policies, plans and programs to assist the Cooperative in providing services which meet the expectations of our member-owners and to allow the Cooperative to continue to be a positive influence within its service area.
- 29) In addition to these responsibilities, may be assigned by the Line Superintendent, Crew Chief or Lead Journeyman Lineman (~~as assigned~~) to perform other duties from time to time.

Licenses and Certificates: Class A Commercial Drivers License (Required)

Uniform: Yes

Education Qualifications: High school diploma or equivalent required. Graduation from vocational/technical school in power line studies required.

Successful completion of a qualified four-year Journey Lineman training program. Certification as a Journey Lineman through the US Department of Labor may be substituted for the Apprentice Lineman training program.

Experience: Four years of experience as an Apprentice Lineman is required. An additional two years of experience in power line construction and maintenance may be substituted for vocational/technical education.

Knowledge: Must possess a working knowledge of the construction, operations, and maintenance of electric distribution lines, both overhead and underground, including meters, transformers, voltage regulators, capacitors, sectionalizers, and oil circuit reclosers; RUS Construction specifications and a portion of the National Electric Safety Code.

Must have sound knowledge of the proper and safe use of the tools and equipment used in line construction and maintenance of both energized and de-energized lines.

Must have a thorough knowledge of first aid and CPR. Should be willing to attend courses relating to his/her area of work.

Abilities and Skills: Must be skilled in underground and overhead line operation, in pole climbing, in operation of line construction equipment and in using lineman tools while working on the ground, on a pole and from a bucket truck.

Must be skilled in properly and safely working with live conductors of all voltages.

Must be skilled in all work required in connection with the installation of materials, apparatus, and equipment used in the construction and maintenance of electric distribution lines.

Must have a Commercial Driver's license or be able to obtain and maintain one within 90 days of employment.

Working Conditions:

Outside work in all kinds of weather.

Some heavy lifting required.

Overtime required.

Must be available for work after normal office hours at night, on weekends, and holidays to repair and maintain the distribution system.

Physical Qualifications:

Works outdoors with considerable physical exertion, occasionally in poor weather conditions. Exposure to varying temperature conditions including cold below 32 degrees and heat above 100 degrees.

Includes exposure to mechanical, electrical, burns, confined space, radiant heat, work at heights and operating machinery hazards.

Some exposure to odors, gases, dust and dirt.

Activities include frequent use of hand-eye coordination to operate power, hand tools and occasionally electronic test equipment.

Frequently lifts and carries material weighing up to 50 pounds. Occasionally lifts items that weigh up to 100 pounds. Reaches, pushes, and pulls up to 100 pounds. Reaching and lifting overhead is required.

Standing, crawling, climbing, bending, pulling, reaching and stooping while installing and maintaining the electrical plant. Works off ladders, operates, and works out of aerial devices.

Occasionally shovels dirt and works around noisy equipment, dirt, dust and fumes. Operates heavy equipment. Occasionally works in trenches.

Performs work on distribution and transmission poles and towers, works in and around substations at heights up to 55 feet often working in awkward positions.

Frequently spends periods of time driving and riding in Cooperative vehicles.

Safety equipment required

Must be able to read, write, and do arithmetic. Requires analyzing information, coordinating people and resources, directing, and supervising people and weighing and measuring.

Skills in developing plans, procedures and goals required.

Must be able to present information to others and work under stress.

Accepted by _____ Date: _____
(Employee)

Approved by: _____ Date: _____
(Immediate Supervisor)

Reviewed by: _____ Date: _____
(Department Manager)