

JOURNEYMAN LINEMAN (HQ)

ELECTRIC OPERATIONS

CONSTRUCTION SUPERVISOR - Or
MAINTENANCE SUPERVISOR

REV. 5/2003

I. OBJECTIVE:

The position of the JOURNEYMAN LINEMAN was created to help achieve the purpose for which the Cooperative was organized, that is, "to economically provide value and needed services in ways that make Members and Employees proud" The person who holds this position is charged with specific operational duties and responsibilities that (s)he is to carry out in ways that are consistent with sound business practices and courtesy. The position is to be assigned to a competent, well-trained person, whose knowledge and ability will contribute to the attainment of the basic purposes and mission of the Cooperative.

II. REQUIREMENTS:

The position of JOURNEYMAN LINEMAN mandates that the following minimum requirements be met:

A. **Must have completed a formal, 4-year, recognized apprenticeship program for the trade of "Journeyman Lineman" or have a minimum of 5 years' experience working in the position of a "Journeyman Lineman."**

B. Have a high school diploma or equivalent.

C. Able to work with a minimal amount of supervision.

D. Able to work irregular hours as required to perform the responsibilities of the position. Out-of-town travel will be required from time-to-time for meetings, workshops and seminars specific to the position.

E. Able to maintain both a valid Arizona Class A Commercial Drivers License with a hazard endorsement and qualification as an ADOT driver.

F. Able to pass the necessary medical examinations for performing the duties of the position.

III. AUTHORITY AND ACCOUNTABILITY:

The JOURNEYMAN LINEMAN shall have full authority to take any action necessary to accomplish assigned responsibilities, as long as such action does not deviate from established policies and procedures. He is accountable to the Management of the Cooperative for the efficient performance of these responsibilities and although some of the responsibilities may be delegated or assigned to another person, the accountability cannot be.

He is expected to keep confidential information confidential. He is encouraged to use initiative and judgement in making decisions, remembering that the Cooperative's best interest can be affected by his/her actions. He should feel free to make suggestions for the improvement of operations and efficiency. He shall secure approval of the Supervisor in making decisions when policies are not clear or adequate, or require interpretation.

IV. SCOPE OF DUTIES:

The JOURNEYMAN LINEMAN shall report to the appropriate Supervisor, keeping him informed regarding work in progress and work completed; and consulting with him regarding any problems which hinder efficient completion of the duties and responsibilities of this position. Informs the appropriate Supervisor of the arrangements made for work to be completed while on any planned absence that has been pre-approved. Reports to the appropriate Supervisor of any incident of sick leave, tardiness or other situations which may affect the timeliness and performance of required duties. Cooperates with other employees to achieve the purpose of the Cooperative. Maintains a friendly relationship with the public in the performance of his responsibilities. The JOURNEYMAN LINEMAN is an hourly paid employee.

V. SUMMARY OF PRIMARY DUTIES AND RESPONSIBILITIES:

The following is a summary of job duties and is not intended to be all inclusive or restrictive of any duties which may arise. The JOURNEYMAN LINEMAN is required to perform the work of, or assist other classifications as necessary or directed, within the scope of his qualifications. The JOURNEYMAN LINEMAN position works with the outside crews in constructing and maintaining high voltage power lines. This involves setting poles, changing pole equipment, stringing and sagging wire, and handling oil-filled equipment. They will also pull, lay, and terminate underground cable and install pad-mounted equipment. The work requires him to work on poles, in bucket trucks, in heights, in close proximity to high voltages, in trenches, in vaults, and to operate and work around heavy equipment. The work is predominantly outside and so he will experience the heat of the summer and the cold of the winter. It is also a dusty, dirty environment at times and requires overtime and irregular hours. The position works around various chemicals such as pole preservatives, oils, solvents, etc.

VI. ESSENTIAL JOB FUNCTIONS (PERCENTAGES OF TIME):

<u>ACTIVITY</u>	<u>PERCENTAGE OF TIME</u>										
BENDING	0	10	20	<u>30</u>	40	50	60	70	80	90	100
SQUATTING	0	<u>10</u>	20	30	40	50	60	70	80	90	100
CLIMBING (Poles)	0	10	<u>20</u>	30	40	50	60	70	80	90	100
CRAWLING	<u>0</u>	10	20	30	40	50	60	70	80	90	100
CROUCHING	0	<u>10</u>	20	30	40	50	60	70	80	90	100
KNEELING	0	<u>10</u>	20	30	40	50	60	70	80	90	100
PUSHING/PULLING	0	10	<u>20</u>	30	40	50	60	70	80	90	100
REACHING(ABOVE SHOULDER LEVEL)	0	10	20	30	<u>40</u>	50	60	70	80	90	100
SITTING	0	<u>10</u>	20	30	40	50	60	70	80	90	100
STANDING	0	10	20	30	40	50	<u>60</u>	70	80	90	100
TWISTING	0	10	20	<u>30</u>	40	50	60	70	80	90	100
WALKING	0	10	20	30	40	50	60	70	80	<u>90</u>	100

MUST BE ABLE TO:

REACH OVER HEAD	0	10	20	30	<u>40</u>	50	60	70	80	90	100
CONSISTENTLY MOVE ON YOUR FEET	0	10	20	30	40	50	60	70	80	<u>90</u>	100
USE CONSTRUCTION SITE SANITARY FACILITIES	0	10	20	30	40	50	60	70	80	<u>90</u>	100
WEAR PROTECTIVE EQUIPMENT	0	<u>10</u>	20	30	40	50	60	70	80	90	100
CLIMB LADDERS	0	10	<u>20</u>	30	40	50	60	70	80	90	100
LIFTING IN AWKWARD POSITIONS	0	10	<u>20</u>	30	40	50	60	70	80	90	100
BUCKET WORK	0	10	20	30	40	<u>50</u>	60	70	80	90	100
WORK IN CONFINED SPACES	0	<u>10</u>	20	30	40	50	60	70	80	90	100

LIFTING:

UP TO 10 LBS.	<u>FROM FLOOR</u>	<u>FROM WAIST LEVEL</u>	<u>OVERHEAD</u>	NEVER	OCCASIONALLY	<u>FREQUENTLY</u>
11 TO 24 LBS.	<u>FROM FLOOR</u>	<u>FROM WAIST LEVEL</u>	<u>OVERHEAD</u>	NEVER	OCCASIONALLY	<u>FREQUENTLY</u>
25 TO 34 LBS.	<u>FROM FLOOR</u>	<u>FROM WAIST LEVEL</u>	<u>OVERHEAD</u>	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY
35 TO 50 LBS.	<u>FROM FLOOR</u>	<u>FROM WAIST LEVEL</u>	<u>OVERHEAD</u>	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY
51 TO 75 LBS.	<u>FROM FLOOR</u>	FROM WAIST LEVEL	OVERHEAD	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY

CARRYING:

UP TO 10 LBS.	NEVER	OCCASIONALLY	<u>FREQUENTLY</u>	DISTANCE <u>50'</u>	HOURS PER DAY <u>6</u>
11 TO 24 LBS.	NEVER	OCCASIONALLY	<u>FREQUENTLY</u>	DISTANCE <u>50'</u>	HOURS PER DAY <u>6</u>
25 TO 34 LBS.	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY	DISTANCE <u>50'</u>	HOURS PER DAY <u>2</u>
35 TO 50 LBS.	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY	DISTANCE <u>50'</u>	HOURS PER DAY <u>1</u>
51 TO 75 LBS.	<u>NEVER</u>	OCCASIONALLY	FREQUENTLY	DISTANCE <u> </u>	HOURS PER DAY

PUSHING/PULLING:

UP TO 10 LBS.	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY	DISTANCE <u>50'</u>	HOURS PER DAY <u>6</u>
11 TO 24 LBS.	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY	DISTANCE <u>50'</u>	HOURS PER DAY <u>6</u>
25 TO 34 LBS.	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY	DISTANCE <u>50'</u>	HOURS PER DAY <u>6</u>
35 TO 50 LBS.	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY	DISTANCE <u>50'</u>	HOURS PER DAY <u>6</u>
51 TO 75 LBS.	NEVER	<u>OCCASIONALLY</u>	FREQUENTLY	DISTANCE <u>50'</u>	HOURS PER DAY <u>6</u>

SIMPLE GRASPING:

RIGHT HAND: YES NO
 LEFT HAND: YES NO

FIRM GRASPING:

RIGHT HAND: YES NO
 LEFT HAND: YES NO

PUSHING/PULLING:

RIGHT HAND: YES NO
 LEFT HAND: YES NO

FINE MANIPULATION:

RIGHT HAND: YES NO
 LEFT HAND: YES NO

REPETITIVE MOVEMENTS:
(i.e., TYPING, OPERATING FOOT
CONTROLS ON MOTOR VEHICLES)

RIGHT HAND:	<u>YES</u>	NO
LEFT HAND:	<u>YES</u>	NO
RIGHT FOOT:	<u>YES</u>	NO
LEFT FOOT:	<u>YES</u>	NO

WORK ENVIRONMENT:

OUTSIDE	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
INSIDE	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
AIR-CONDITIONED	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
SMOKE-FREE AREA	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
FUMES	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
CHEMICALS	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
SCAFFOLDING	<u>NEVER</u>	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
GROUND LEVEL	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
USE OF STAIRS	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
USE OF ELEVATORS	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK IN ELEVATED POSITIONS/HEIGHTS	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
LARGE TRUCKS/HEAVY EQUIPMENT	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK WITH HIGH VOLTAGE	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK IN DUSTY CONDITIONS	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK IN HOT WEATHER	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK IN TRENCHES	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK IN VAULTS	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK IN INCLEMENT WEATHER	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>
WORK IN NOISY CONDITIONS	NEVER	<u>OCCASIONALLY</u>	<u>FREQUENTLY</u>

VII. SPECIFIC DUTIES:

1. Assists the Crew Leader or Supervisor in detailed job planning and working toward the efficient completion of the project.
2. Frames and sets poles, strings, sags, and dead-ends conductors using proper sag tables, charts and procedures.
3. Inspects trenches, lays, terminates, and splices all types of secondary and primary underground cable.
4. Installs and maintains all types of pad-mounted, underground, and vault-mounted equipment.
5. Patrols lines and prepares proper records of patrol and findings.
6. Sectionalizes and switches both overhead and underground lines according to proper operational procedures.

7. Performs trouble shooting and all types of maintenance on both overhead and underground systems.
8. Utilizes both hot-sticking and rubber-gloving methods of hot line maintenance.
9. Knows the principles of and assists in the installation and connection of voltage regulators, capacitors and other line equipment.
10. Has knowledge of transformer impedance, voltage ratio and polarities.
11. Installs and reads all types of meters.
12. Observes and assists other Linemen on pole and persons in the work area.
13. Expected to fulfill the responsibilities of a Crew Leader for short period of time without full promotion.
14. Expected to maintain a valid first aid and CPR card.
15. Uses two-way radio as required.
16. Operates forklifts and maintains a valid forklift certification.
17. Locks up building and gates when leaving, as necessary.
18. Works overtime as required or assigned.
19. Knows and works according to Rules of Conduct as established by the Cooperative.
20. Responsible to know, work towards, and emulate at all times, the essence of Trico's Mission Statement which is: "to economically provide value and needed services in ways that make Members and Employees proud."
21. Handles any unrelated duties as assigned.

IMPORTANT:

This Job Description is not intended to be all-inclusive; an employee will also perform other reasonably related job responsibilities as assigned by immediate supervisor and other management as required. This Company reserves the right to revise or change job duties as the need arises. This job description does not constitute a written or implied contract of employment. Management reserves the right to change job descriptions, job duties or working schedules based on their duty to accommodate individuals with disabilities.

Accepted By: _____ Date _____
 Employee

Accepted By: _____ Date _____
 Supervisor

Accepted By: _____ Date _____
 Department Manager