

## JOB DESCRIPTION

DEPARTMENT: Electric Department

JOB TITLE: Apprentice Lineman

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### **General Duties:**

Under the immediate supervision of the Electric Utility Foreman and/or Line Foreman and technical and functional supervision from an Electric Utility Lineman, performs semi-skilled work in the installation and maintenance of electric utility, street lighting and related systems and facilities, assists in the construction, repair and testing of high voltage electric utility lines.

### **Specific Duties:**

- Performs minor maintenance and repair work on de-energized electric utility lines.
- Assists in the installation of frame poles and other component parts of the electric utility system.
- Operates a variety of automotive and medium duty equipment in installing and repairing overhead and underground electric utility lines.
- Assists in the care of equipment and tools used in electric utility construction and maintenance work.
- Performs related work as required.
- Read meters.
- Run diesel generators.
- May be required to perform groundman duties.

### **Responsibilities:**

- Responsible for working independently and efficiently following established standards, practices, and procedures.
- Responsible for acting alone and making decisions concerning the proper operation of equipment and for making repairs and performing maintenance in line of assigned duties.
- Responsible to act skillfully in identifying and correcting maintenance problems and to respond to emergency situations 24 hours a day, 7 days a week.
- Responsible for following verbal and written instructions, directions, and procedures. Requires ability to communicate effectively both orally and in writing.

- Responsible for learning the proper operating procedure, functions, and capabilities of each piece of equipment, machinery, and hand tools.
- Responsible for personal initiative to learn individual job tasks and to attend technical training classes related to the job classifications.
- Responsible to demonstrate satisfactory work performance and willingness to improve methods.
- Responsible for promoting work harmony, works with other employees with complete determination and support to accomplish the job as a team effort. Maintains a positive attitude that promotes professional development of other employees as well as yourself.
- Responsible for overall demonstrated performance of the duties outlined commensurate with the rate of pay for this job classification.

**Education Requirements:**

Must possess a High School diploma or GED.

Requires knowledge of basic methods, procedures and practices required in the maintenance and construction of electric utility system components.

Requires knowledge of proper tools and equipment used in electric utility construction and maintenance work.

Requires knowledge of hazard and safety precautions required in electric utility maintenance and construction work.

Must be willing to attend educational seminars related to this position.

**Experience Requirements:**

Requires possession of a valid Illinois Vehicle Operator's License in the appropriate classification required by law.

Must attend lineman apprenticeship school.

Requires elementary knowledge of the hazards associated with electrical distribution system work and of standard safety measures and precautions.

Requires elementary knowledge of the installation, maintenance, and repair of an electrical distribution system.

Requires elementary knowledge of the equipment and tools of the trade.

Requires elementary knowledge of electrical theory and principles.

**Special Requirements:**

Requires ability to withstand hard work and physical labor on a continual basis. Must be physically well. May be required to provide a doctors certification of physical capability to perform the duties prescribed.

Requires ability and willingness to work under inclement weather conditions.

Requires ability to operate the vehicles, equipment, and hand tools used in electrical line work.

Requires ability to learn the proper technique for installing and maintaining electrical line components.

Requires ability to accurately record power plant readings.

Requires ability to inspect and adjust power plant equipment and machinery.

Must be able to function and work around loud noise-making machinery.

Requires ability to follow oral and written instructions.

Possesses no fear of operating the large diesel engines and associated controls. Must remain calm and in control in emergency situations, such as blackouts or equipment malfunctions.

Must be able to lift tools, tool boxes, materials, and parts alone weighing up to 100 pounds.

Must be physically able to squat, bend, lay, stand, sit, and to work in tight places with little or no clearance.

Requires ability to establish and maintain satisfactory working relationships with coworkers and the general public.

Requires willingness to provide assistance to other City departments on projects when directed by the Electric Department Foreman.

The undersigned acknowledges receipt of the job description and understands the duties and responsibilities associated with this position.

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Employee Signature

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Date