

# Tri-County Electric Cooperative, Inc.

## Position Description

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**Job Title: Apprentice Power Line Technician III**

**Department: Operations**

**Effective Date: June 2013**

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### **JOB SUMMARY:**

Assist lineman in the construction, replacement, and maintenance of electric distribution and transmission line, structures, and equipment. Work is performed on de-energized and energized lines at primary and secondary voltages on a pole or from an aerial device.

### **EDUCATION, TRAINING AND EXPERIENCE:**

High school diploma or equivalent. Apprentice Power Line Technician III is the fourth step of a progressive five year program in the line of progression for Journeyman Lineman. Competent performance of all tasks and duties of a Technician III must be attained before advancement to a Technician IV position.

### **CERTIFICATES AND LICENSES:**

Must be 21 years of age with a valid Commercial Drivers License issued by State of Oklahoma.

### **ESSENTIAL FUNCTIONS AND DUTIES:**

1. Originate and maintain accurate records, files and reports related to areas of responsibility.
2. Assist line crew with material handling by loading and unloading vehicles, performing general cleanup, assembling and disassembling line equipment.
3. Construct power lines by climbing poles and working in an aerial device, helping with groundwork, framing and setting poles and anchors, sagging wires, connect transformer banks on de-energized and energized lines.
4. Operate vehicles, equipment and tools used in the construction and maintenance of power lines and material handling.
5. Construct power lines by interpreting staking sheets.
6. Verify service by reading and using voltage meters.
7. Ensure the cooperative's preventive maintenance program by inspecting power lines.
8. Conserve resources by inspecting and maintaining assigned vehicle.
9. Assist others by performing other related duties as may be requested.

10. Perform duties in accordance with all applicable policies, rules, regulations and laws pertaining to Tri-County Electric.
11. Serve member and customers by taking appropriate action on requests and questions promptly and ensure they are treated with courtesy at all times.
12. Maintain effective communications within all departments to assure coordinated efforts and understanding in carrying out objectives. Work to obtain mutual agreement n problems involving coordination.

**KNOWLEDGE, SKILLS AND ABILITIES:**

1. Ability to manually operate vehicles, hydraulic tools and equipment, hand lines and other hand tools and equipment, lift and move material, tools, and equipment.
2. Ability to climb poles, perform work from pole tops and aerial bucket trucks and perform pole top rescue and bucket rescue.
3. Ability to understand and follow established construction and maintenance specifications including those of the Rural Utilities Service (RUS) and the National Electrical Safety Code (NESC).
4. Ability to understand and follow all applicable policies, procedures, rules and regulations pertaining to Tri-County Electric Cooperative, In., Occupational, Health and Safety Administration (OSHA) and the Environmental Protection Agency (EPA).
5. Ability to establish and maintain effective working relationships.
6. Ability to communicate effectively in oral and written form.
7. Ability to read and follow system maps, specifications, documents, and staking sheets.

**PHYSICAL, MENTAL AND VISUAL REQUIREMENTS:**

1. Required to stand, walk, use hands to finger, handle or feel, reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl, and talk and hear. Frequent lifting and moving up to 100 pounds. Vision abilities include close vision, distance vision, color vision, peripheral vision, depth perception and ability to focus.
2. Must be able to operate assigned equipment including buckets, forklift, backhoe, trencher, winches and high compression tools.
3. Majority of time spent outdoors. Exposure to varying temperature conditions including below 32 degrees and above 100 degrees.
4. Includes exposure to moving mechanical parts, risk of electrical shock or burns, work in confined spaces and heights. Some exposure to odors, gases, dust and dirt. The noise level in the work environment is moderate.
5. Subject to irregular hours.

**OCCASIONAL RESPONSIBILITIES AND DUTIES:**

1. Participation in technical, professional and community activities.

2. Assume other activities and responsibilities as directed.
3. Travel to various locations for work, training or planning purposes.

**SUPERVISION RECEIVED AND EXERCISED:**

Receives general guidance and direction from the Construction and/or Maintenance Foreman. Work is also performed under the guidance of a Journeyman Line Technician.

This position description is not intended to be all-inclusive; an employee will also perform other job responsibilities as assigned by the immediate supervisor or management.

Management reserves the right to change position descriptions, specifications or work schedules to accommodate individuals with disabilities or as the need arises.

This position description does not constitute a written or implied contract of employment.