

Lineman Position Description

Statement of Duties:

Lineman performs operations and construction for the electric utility including switching arrangements, line construction and grounding. The Lineman shall periodically assist in other Municipal Service Department functions and operations, including on-call duty.

Distinguishing Features of the Position:

This position requires flexibility in skill sets, job assignment and applied time. Primarily this position must have exceptional skills as a journeyman electrician or in an apprenticeship to become a journeyman electrician. This position is appointed by the Municipal Services Superintendent and reports to the Water & Light Line Foreperson.

Examples of work (illustrative only):

Safety:

Attend safety trainings and meetings provided by MEUW, regional organizations or the City of Evansville. Rubber glove and sleeve method of line construction: proper safety practices using rubber gloves. Proper use of safety equipment for all duties of the job. See that damaged or broken equipment is reported, repaired or destroyed and replaced promptly. Recognize unsafe working conditions: an unsafe job site and/or unsafe weather conditions. Follows all safety protocols and procedures recognized by the MEUW Safety Manual and/or adopted by the Municipal Services Department.

Line Construction:

Overhead Primary Lines:

1. Plan and Construct primary extensions at all voltages.
2. Rebuild and repair any damaged lines, fixtures or equipment.
3. Tree and brush trimming or removal from highways or near utility lines.

Overhead Secondary Lines:

1. Plan and construct secondary extensions from transformers to the customer's service entrance at all voltages.
2. Repair or rebuild any damaged lines, fixtures or equipment.

Underground Primary Lines:

1. Plan and install underground primary lines and equipment at all primary voltages.
2. Troubleshoot and repair any faulted underground primary cable or equipment.

Underground Secondary Lines:

1. Plan and install underground secondary wires and equipment at all secondary voltages from the transformer.

2. Troubleshoot and repair any faulted underground secondary cable.

Transformers:

Substation:

1. Proper switching procedures.
2. Knowledge and maintenance of substation equipment.
3. Proper procedure for making additions to substations.

Line Construction: see above.

Transformers:

1. Ability to properly size a transformer or transformer bank for its application.
2. Ability to select the proper size fuse to protect the transformer and remainder of the line.
3. Knowledge of three phase wye and delta transformer banks to construct the proper size and configuration for the application.
4. Repair, rewire and tap changing to transformers.

Metering:

Planning and installation of one phase and three phase, self-contained and transformer rates meter packages and related equipment. Repair, troubleshooting and testing of all meter installations and types. Ability to spot and correct safety hazards in a metering installation.

Documentation:

The Lineman performs certain paperwork necessary for planning, maintaining and operating the utility. Write written reports for:

1. Accidents of all types
2. Customer complaints
3. Acts of God

Any miscellaneous reports needed or requested by the Line Foreman. See that the outage log is maintained. Sees that all metering paperwork is properly maintained, recorded and filed. Meters testing and test cards shall be properly recorded and filed.

Lineman shall keep time records of jobs in progress and record:

1. Hours and manpower
2. Materials used from stock
3. Materials returned to stock
4. Materials retired or removed from inventory

Miscellaneous:

The Lineman is able to work with co-workers, contractors and other utilities. The Lineman maintains positive customer relations with the general public and shall investigate and resolve or report to the Line Foreman on customer complaints. Investigate and work with customers on stray voltage complaints.

Required Knowledge, Skills, and Abilities:

Must have Journeyman's certification, or be enrolled in approved apprenticeship program.
Ability to read and understand blueprints, maps and staking sheets.
Knowledge of basic electronics.
Skilled in communication and mathematics.
Knowledge of proper and safe operations of equipment used at Evansville ~~Water & Light~~ Municipal Services including, but not limited to, the following: bucket trucks, digger-derrick trucks, trailers, trenchers, backhoes, fault-finding equipment, test equipment and computers.
Ability to use small tools, including power tools.
Ability to climb poles utilizing hooks and belt.
Ability to manipulate stairs and ladders.
Knowledge of regulatory agencies: OSHA, PSC, DWD and DNR.
Must have commercial driver's license (CDL).
Completed training, continuing education and knowledge in CPR, AED operations and first-aid.

Work Environment:

Working outside in the elements such as heat, cold, rain and sun. Potential for high levels of pollen, dust and other irritants typical with outdoor conditions and large maintenance garages. Potential to work at night running snow plows during blizzard like conditions. Standing, walking, working and driving around or within moving traffic. Working in a large maintenance shop with running equipment, loud noise, and hazardous or flammable chemicals. Work in confined spaces including but not limited to well or pump house, catch basins, excavation sites and the water tower. Working in an elevated or hoisted position on a pole, ladder or boom/bucket truck. Working with and around potentially dangerous electrical currents.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to use hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee is occasionally required to walk, sit, and talk or hear. The employee may be required to lift, pull and/or move 50 pounds for extended periods. Must occasionally lift, pull and/or move 100 pounds with mechanical and/or physical assistance. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus. Must be capable of periodic heavy stretching and pulling for extended periods of time.

Selection guidelines:

Formal applications, rating of education and experience, or an interview and reference check. Job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The position description of the Lineman does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change. No individual City official has authority to enter into an oral or written promise or contract of employment with any individual or group of employees. Any employment contract must be approved by a majority of the Common Council.

Approved by Finance & Labor Relations Committee February 9, 2012

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