

Position Description

Job Title:	<u>Apprentice Line Worker</u>	Prepared By:	<u>Todd Miller</u>
Department:	<u>Operations</u>	Dated:	<u>1/08/2021</u>
Reports to:	<u>Operations Manager</u>	Approved By:	<u></u>
Location:	<u></u>	Dated:	<u></u>

Job Purpose:

The Apprentice Line Worker performs specific operational and technical duties in making electrical energy available to members of Todd Wadena Electric Cooperative. **NOTE:** An Apprentice Line Worker may be at Class 1,2,3 or 4 depending on how many years of approved Apprentice training have been completed. Increasing responsibilities, equipment usage, and voltage exposure are determined per level of apprenticeship and will be detailed in safety and operational manuals.

Essential Job Functions (required duties and responsibilities):

1. Installs, repairs and maintains overhead and underground electrical power lines and auxiliary equipment.
2. Reads and utilizes staking sheets to accurately dig pole holes and anchor holes.
3. Utilizes bucket truck and climbs poles as directed. Performs pole top and bucket rescues if necessary.
4. Loads, hauls and delivers line poles to specified locations.
5. Under supervision/direction by a Journeyman line worker, becomes familiar with hot-line tools and procedures, working with live conductors up to 7200 volts (up to 115,000 on rare occasions).
6. Assists in constructing special structures including substations, switching stations and power banks.
7. Assists in installing street lamps and other specialized service equipment and maintaining such devices.
8. Trims trees and ensures clearance of right-of-way.
9. Assists in retiring and/or recycling construction assembly units and other equipment and materials, as well as recharging of materials when appropriate.
10. Is knowledgeable on all tools and equipment, performing needed and routine maintenance as required.
11. Stays knowledgeable with RUS specifications, the National Electric Safety Code and established policies of the Cooperative.
12. Adheres to all safety regulations, ensuring a clean and non-hazardous work area and follows all safety protocols while performing normal duties and in the event of a hazardous situation.
13. Makes occasional purchases of material up to \$25.00, as necessary, subject to proper accounting procedure.
14. Performs other duties as assigned

Education/Experience:

High school diploma or GED;
1+ year technical college in line work;
Possession of CDL;
1, 2, 3 or 4 years of completed Apprentice training

Skills/Attributes:

- Ability to climb electrical poles or other structures;
- Ability to operate and work from bucket truck;
- Attention to detail and accuracy;
- Diligent adherence to safety rules and work practices

- Ability to work with people including work crews and Co-op Members, including good listening and speaking skills
- Ability to uphold cooperative policies and provide excellent customer service
- Moderate proficiency with computer and handheld devices

Physical Demands/Working Conditions:

Physical Demands:	<p>Climb various heights including electrical poles, stoop, carry, walk, push, pull</p> <p>Lift, carry or push 100 lbs.</p> <p>Drive equipment truck</p>
Mental Demands:	<p>Interface with property owners and members of community</p> <p>Be alert to high voltage dangers and precautions necessary</p>
Working conditions:	<p>Exposure generally up to 7200 volts (up to 115,000 on rare occasion)</p> <p>Heights</p> <p>Enclosed spaces</p> <p>Inclement weather</p> <p>Rough, flooded or icy ground</p>

Disclaimer:

Requirements are representative of the minimum levels of education, experience and skills required to perform the essential functions of this job with or without accommodation. The job description does not constitute a written or implied contract of employment. Todd Wadena Electric Cooperative reserves the right to revise or change essential job functions and/or required duties and responsibilities as the need arises.

Todd Wadena is an Equal Opportunity Employer