

Electric Lineman - The City of Kimball, NE for the position of Electric Lineman 1 or 2. Work duties include but not limited to testing, repair, building and maintenance of the municipal electric system. Lifting, construction, general labor and upkeep of the electric system is expected. Must have valid Nebraska driver's license, be insurable under the City of Kimball's automobile policy and be able to obtain CDL. Pre-employment drug test is required. Salary is based on experience and knowledge. Application may be obtained at City Hall, 223 S. Chestnut Street, Kimball, NE 69145 or at [www.kimballne.org](http://www.kimballne.org). Applications will be accepted until the position is filled.



### Position Description

<b>Job Title:</b>	Electric Lineman I	<b>Grade Number:</b>	17
<b>Department:</b>	Electric	<b>Date Modified:</b>	December 2, 2020

This is a Non-Exempt position under the FLSA guidelines.

**General Purpose:**

Lineman I is an entry level position in the line of progression for Lineman II. The Lineman I performs various manual labor type tasks at the work site to assist crew members such as loading and unloading supplies and materials, cutting brush, digging ditches and assisting in preparing materials for the Linemen to install. Lineman I are expected to learn the Lineman II job through on-the-job training as well as through classroom-type training provided by the City. Lineman I must demonstrate competencies through assessment and/or job evaluation in order to progress to Lineman II classifications. The Lineman II is directly responsible to the Electric Utilities Superintendent or Journeyman Lineman.

**Essential Duties and Responsibilities:**

**SUPERVISION RECEIVED:**

Works under the close supervision of the Lead Lineman or Electric Utilities Superintendent.

**SUPERVISION EXERCISED:**

None generally. May exercise supervision over equipment operators, ground workers or other temporary staff as assigned.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Exudes our core values: Friendly, Innovative, Integrity and Hardworking.
- Communicates our mission, goals and strategies.
- Exhibits excellent customer service both externally with members and internally with co-workers (cooperation, timely paperwork, etc.)
- Carry out in a safe, economical, and efficient manner oral and written instructions as a helper to Linemen on construction and maintenance work, and, drive trucks, dig holes, trim trees, and perform other jobs as assigned.
- Gain knowledge of City’s infrastructure in order to perform job more efficiently and to qualify for advancement; become familiar with City’s distribution and transmission system and learn how to read a system map.
- Assist in the proper use and care of all tools and equipment, and report in writing to Journeyman and/or Supervisor(s) any equipment working improperly or in need of repair.
- Must be able to drive automotive equipment and maintain a current driver’s license applicable to class of vehicle to be driven and must have a thorough knowledge of applicable traffic laws and rules governing safe driving practices. Must operate and maintain vehicle(s) in a safe and



## Position Description

efficient manner, practicing good housekeeping with said vehicle(s) and associated equipment as assigned.

- Understand and personally perform all duties in accordance with applicable safety and policy manuals, as well as report to Supervisor(s) hazardous conditions and needed maintenance in field or office, such as checking for trees in line, rotten poles, etc.
- Maintain, in an accurate and prompt manner, required oral and/or written reports.
- Conducts oneself in such a manner as to contribute a better understanding of the city's values when in contact with members, or the general public, as well as maintain a harmonious relationship with all City personnel. Promote good will and good public relations through any contact with member/consumers and the public in general.
- Participate in training programs for the improvement of job knowledge and technical skill.
- Perform other duties as assigned by Supervisor(s). It is understood that where Policy and Job Description are in disagreement, most current Policy shall prevail.
- Observes Lineman work on pole and anticipates Linesman's needs for material and tools.
- Assist Lineman in preparing materials for use at the work site – perform tasks as assigned by crew leader or Electric Utilities Superintendent.
- Performs manual labor type tasks as assigned by crew Journeyman or Electric Utilities Superintendent such as cleaning truck, loading material, digging ditches, tamping, cutting brush, and moving materials.
- Trains for Lineman II position by learning on-the-job skills related to line work.
- On-the-job training – entry level position for Lineman I.
- Attends safety and other classroom training provided by the City.
- Performs other duties as assigned.

### **PERIPHERAL DUTIES:**

- Ensures equipment is in proper working order.
- Responds to customer complaints.

### **QUALIFICATIONS AND EDUCATION REQUIREMENTS:**

- Education and Experience:
  - High School Diploma is essential with Five (5) years line person experience and successful completion of the Apprentice Program (if hired at Journeyman level). Must have and maintain a CDL Class A driver's license (or have the ability to obtain one within 6 months of hire date). A combination of education, training, and experience may be substituted when competency in the role is demonstrated. Successful performance on pre-employment tests may be required.
  - The incumbent must be able to pass any required drug test and new hire physical examination. The incumbent must be able to maintain the confidentiality of any information s/he encounters.



## Position Description

- Necessary Knowledge, Skills and Abilities:
  - Ability to communicate effectively with consumers and employees.
  - Ability to prioritize assignments.
  - Understanding of the EPA and PCB regulations
  - Knowledge of REA Guidelines

### **SPECIAL REQUIREMENTS:**

- Valid State Driver's License or ability to obtain one, with CDL endorsement
- Must be insurable under the City of Kimball Automobile Policy

### **TOOLS AND EQUIPMENT USED:**

- Tools and equipment could include, but are not limited to:
  - Computer, basic office equipment and two-way radio;
  - Aerial lift, trencher, digger derricks, dump trucks, forklift, backhoe cable plow, tampers, skid - steer, backhoe, snow cat;
  - Chain saw, air hammer, tree trimmer, boring tools, snowplow, crimping tools, hydraulic tools, compressor, torches, portable generator, shovel, chipper, variety of hand tools, climbing hooks and belts.

### **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 stand; walk; use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is frequently required to sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; Employee is occasionally required to taste or smell.
- The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT:**

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



## Position Description

- While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, traffic, toxic or caustic chemicals, risk of electrical shock, and vibration.
- The noise level in the work environment is usually moderate.

### SELECTION GUIDELINES:

- Formal application, rating of education and experience; oral 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 job description 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.



**City of Kimball**

**Position Description**

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	