

OKEFENOKE RURAL ELECTRIC MEMBERSHIP CORPORATION
NAHUNTA, GEORGIA

JOB DESCRIPTION

JOURNEYMAN LINEMAN

I. OBJECTIVES:

- A. To provide maximum service to customers by:
1. Effectively and efficiently directing and performing all duties required in construction and maintenance of the OREMC distribution system according to RUS specifications, electrical codes and all safety rules and regulations.
 2. Providing leadership and good working conditions through effective supervisory practices.
 3. It shall be the responsibility of each employee to make every effort to give reliable service to customers, keeping outage time to a minimum.

II. REPORTING RELATIONSHIPS:

- A. Reports to: Line Foreman, and in his absence, the Supervisor
Of Operation Services
- B. Directs: Line Crew Personnel as assigned.

III. JOB DUTIES AND RESPONSIBILITIES:

- A. Performs Personally:
1. Helps in planning daily schedule for crew.
 2. Participates in developing improved methods and procedures to expedite work.
 3. Keeps up-to-date on all new equipment, materials, and methods of line construction and maintenance.
 4. Inspects completed work to determine if constructed to specifications and takes any required corrective action in absence of Line Foreman.
 5. Performs as required, all duties enumerated in the job description of Lineman, or Line Foreman, as necessary including working on energized lines.
 6. Advises Line Foreman of need for new equipment, materials, and repairs for tools and equipment.
 7. Reports all accidents to Line Foreman or Supervisor of Operation Services.
 8. Encourages line crew personnel to obey all safety rules and to operate all vehicles in a safe manner.

9. Sees that crew personnel are courteous and helpful to customers and promptly handles requests for service and develops support for OREMC and the rural electrification program.
10. Participates in after hours duty as required. Handles trouble calls as needed.
11. Is familiar with first-aid methods and artificial respiration, including pole-top resuscitation.
12. Prepares daily reports, in absence of Line Foreman.
13. Prepares work order sheets, and other forms as required.
14. Participates in live line school and supervisor training programs
15. Keeps constantly informed as to direction of line feeds, landmarks, location of reclosing and switching devices, etc. Makes sure that all affected personnel are so instructed.
16. Coordinates with Line Foreman in seeing that crew leaves job location in neat, clean, and safe condition following completion of work.
17. Keep communications adequate and improving through conference with Line Foreman and crew personnel. Encourages suggestions and constructive criticism, complaints, expression of viewpoints, and specific comments from employees.
18. Schedules vacation and overtime, and approves sick leave and other leave personnel, in absence of Line Foreman.
19. Assures compliance with OREMC Policy for line clearances.
20. Submits material tickets, line sketches, pole numbers or map references to appropriate departments.
21. Participates in Job Training and Safety as required.
22. Keeps informed of all Cooperative policies and procedures, including disciplinary rules and regulations, and keeps crew informed of same.
23. Participates in Annual Meeting as required.
24. Performs such other activities as required.
25. Actively supports all marketing efforts of the Cooperative and any subsidiary organization and sees that any employees under his/her supervision also support all marketing efforts.
26. Must be able to climb poles. Must be able to energize and de-energize lines. Must be able to work on all electric lines (primary, or secondary).

IV. RELATIONSHIPS:

A. Internal:

1. Foreman - to request and seek direction in carrying out job responsibilities and for guidance in complying with the Cooperative's safety rules and procedures.
2. Staking Technician - to confer on changes to be made on staking sheets as necessary.

3. Coordinator of Purchasing and Stores - to receive and return all material to stock in accordance with Cooperative policies and procedures.
4. Safety Coordinator - to confer with and provide assistance in the area of Safety for the Cooperative as outlined in the Safety Rules and Regulations of the Safety Manual.

B. External:

1. Customers - to courteously answer customer inquiries and if unable to do so, to direct them to the appropriate person, to make every effort to gain their increased understanding and acceptance of the Cooperative's plans, programs, and policies.

JOB QUALIFICATIONS

EDUCATION

High school graduate, needs specialized training in live line school, underground wiring, metering, applied electricity courses, etc. Must have successfully completed TVPPA Training Program or equivalent.

EXPERIENCE

Must have a minimum of 18 months experiences or equivalent as a First Class Lineman. Must have demonstrated supervisor ability.

KNOWLEDGE

Must know RUS construction specifications and know how to perform all the activities of a First Class Lineman. Should possess working knowledge of principles and practices of supervision, line installation and maintenance, basic electricity, and safety regulations.

ATTITUDE

Must be interested in OREMC objectives and programs. Must be willing to effectively assist the others as a customer of a working team. Must be willing to increase skills and to assume increased responsibilities. Must be willing to work overtime and to handle after hours duty.

ABILITIES AND SKILLS

Must have a valid Commercial Driver's License. Must have the ability to supervise others, as directed. Must be able to communicate effectively. Must be able to plan and organize work. Must be responsible for personnel and productivity of crew. Must be able to make supervisory and technical decisions. Must be able to construct and maintain electric distribution lines.

WORKING CONDITIONS

Must work outside in various weather conditions. Regular hours with some overtime necessary. Subject to irregular hours with adverse weather conditions during emergencies.

REQUIREMENTS OF JOB

The physical requirements of this position are as follows:

Lifting, Pushing & Pulling:

Up to 50 lbs is required frequently
Over 50 lbs is required occasionally

It is also required that the following is performed on a frequent basis:

Climbing, bending at the waist, gripping tools or objects, stretching or reaching, kneeling standing, sitting, walking, crouching, twisting (rotating body while in a sitting position), twisting (rotating body while in a standing position), grasping or gripping (to grasp with thumb in opposition to fingers or palm, ex. grasping a hammer, a jar tool or product), working out of doors, working in temperature extremes: (Hot 90 degrees or above - Cold 32 degrees or below), working in dusty environment, driving automotive, and working alone.

It is further required that the following is performed on an occasional basis:

Crawling, working at heights, working around moving machinery, working around fumes or gasses, etc., working around noise that is low to moderate, working with solvents, oil, grease, and working with vibrations.

The Mental demands of this job are as follows:

(Classifications are: Very Limited, Limited, Intermediate, Substantial, Very Substantial)

Decision Making -

Substantial (e.g., decisions such as those in determining safe and efficient construction methods.)

Reasoning in Problem Solving -

Substantial (e.g., use of logic or scientific thinking to define problems, collect information, establish facts, and draw valid conclusions.)

Planning/Scheduling -

Substantial (e.g., a fair amount of planning or scheduling is required as for a supervisor or teacher.)

A high degree of capability is placed on doing the following:

Compiling, classifying, gathering information, transcribing, and analyzing information or data.

A high degree of emphasis is placed on the following:

Job-related knowledge and memory.