



Groundworker/Truck Operator Utilities

UD-ED/5

JOB SUMMARY

This position is responsible for assisting in the repair and maintenance of city power lines.

MAJOR DUTIES

- Performs ground work for linemen.
- Maintains assigned vehicle and equipment.
- Receives and completes service work orders.
- Installs insulators, wires, street lights, underground lights, and related hardware.
- Stocks truck and checks materials in and out of warehouse for line, street light, and underground construction and maintenance.
- Loads and transports material to job locations.
- Assists with stringing wire for installation on poles and in trenches.
- Completes minor vehicle and equipment repairs.
- Trims tree limbs and clears brush from lines, transformers, and rights-of-way.
- Assists in responding to emergency power outages.
- Operates bucket truck to replace bulbs in street lights.
- Performs other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of city geography, including street and utilities locations.
- Knowledge of safety policies and procedures pertaining to the repair and maintenance of electrical services.
- Knowledge of the methods and practices of constructing, installing, maintaining, and repairing an electrical utility system.
- Skill in the operation of assigned vehicles and equipment.
- Skill in performing preventive maintenance on equipment.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Electric Superintendent or Senior Lineworker assigns work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include city and department rules and regulations, policies and procedures, safety regulations, and traffic laws. These guidelines are generally clear and specific, but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of related duties in the support of the repair and maintenance of an electrical utility system. The necessity of maintaining safe working conditions contributes to the complexity of the work.

- The purpose of this position is to assist in the repair and maintenance of an electrical utility system. Successful performance helps ensure the efficient and effective provision of electrical services to the citizens of West Point.

CONTACTS

- Contacts are typically with department personnel, other city employees, contractors, vendors, and the general public.
- Contacts are typically to give or exchange information, provide services, and motivate personnel.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while sitting at a desk or table or while intermittently sitting, standing, stooping, bending, crouching, or walking. The employee occasionally lifts light and heavy objects, climbs ladders, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in an office and outdoors at work sites. The employee may be exposed to hazardous conditions, including high voltage electrical lines, inclement weather, and machinery with moving parts. The work may require the use of protective devices.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Ability to read, write and perform mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- No experience requirements.
- Possession of a valid state issued driver's license for the type of vehicle or equipment operated.