

**Utilities Commission
City of New Smyrna Beach, Florida**

Job Title: **Apprentice Lineman I**
Department: Electric
Reports To: Electric T & D Lines and Support Supervisor
Revised: 06/2011
Pay Grade: 10 - Non-Exempt, Union

Job Summary

Work involves the performance of maintenance and repair tasks as part of a training program designed to better enable the incumbent for employment as journeyman lineman. The employee works under the instruction of a lineman/crew leader in the performance of tasks, which increase in difficulty and responsibility as the apprenticeship period progresses. Work is subject to close inspection during progress and upon completion for adherence to instructions and adequate safety precautions while performing the tasks. The apprentice is expected to read and study the apprenticeship manual, and pass written tests periodically and to progress to apprentice lineman II. Apprentice lineman I must work at least 1900 hours before progressing to apprentice lineman II. Subject to call-out.

Essential Duties and Responsibilities. Other duties may be assigned.

Power line maintenance overhead and underground.

Building new lines overhead and underground.

Clean up job site after job is completed.

Forewarning traffic in the vicinity of where the job is to take place.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments.

Safety and Security - Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly.

Customer Service - Responds promptly to customer needs; Responds to requests for service and assistance; Meets commitments.

Quality - Demonstrates accuracy and thoroughness. Demonstrates attention to detail.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are

representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Other Skills and Abilities

Groundman level knowledge of methods, materials and tools used in line construction and maintenance work.

Groundman level knowledge of the principles of electric theory as applied to electrical circuits and wire systems.

Groundman level knowledge of the occupational hazards of the trade and of adequate and necessary safety precautions.

Must progress through the apprentice program within appropriate time frames.

Physical strength and agility sufficient to do strenuous work under varying weather conditions.

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 regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee must regularly lift and /or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision required by this job include close, distance, and color vision. Driving is required.

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.

While performing the duties of this Job, the employee is exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes/airborne particles; outside weather conditions; extreme cold; extreme heat and risk of electrical shock.

Education and Experience

High school diploma, GED, or graduation from a vocational school required. Prefer coursework in industrial arts or electric. Must have completed a minimum of one year at the groundman level to achieve apprentice lineman I status with recommendation of director. Response requirement applies.

Certificates, Licenses, and Registrations

Florida driver's license and Class "B" Commercial Driver's License (CDL) with air brake endorsement required.

Other Qualifications

Must pass background check. Position is subject to driver's license record checks. This position is subject to call-out at all hours of the day and night. Employee is expected to report to work if called. Employee is required to be on standby if it becomes mandatory. Must attend and successfully complete all mandated trainings. Subject to Florida Drug Free Workplace Act.

SAFETY SENSITIVE POSITION

Response Requirement - The employee must be able to respond to 350 Slatton Street, New Smyrna Beach within forty minutes from the time they are called. Must have a means (current working phone number) to be contacted at all times which may include: cell phone, home phone and answering machine with remote access, or any other means by which the UC can contact you at all times.

Job Title: **Apprentice Lineman -II**
Department: Electric
Reports To: Electric T & D Lines and Support Supervisor
Revised: 06/2011
Pay Grade: 12 - Non-Exempt, Union

Job Summary

Work involves the performance of maintenance and repair tasks as part of a training program designed to better enable the incumbent for employment as journeyman lineman. The employee works under the instruction of a lineman or crew lead and immediate supervision of the foreman in the performance of

tasks, which increase in difficulty and responsibility as the apprenticeship period progresses. Work is subject to close inspection during progress and upon completion by a superior for adherence to instructions and adequate safety precautions while performing the tasks. The apprentice is expected to read and study the apprenticeship manual, and pass written tests periodically and to progress to apprentice lineman III. Apprentice lineman II must work at least 1900 hours before progressing to apprentice lineman III. Subject to call-out.

Essential Duties and Responsibilities. Other duties may be assigned.

Power line maintenance overhead and underground.

Building new lines overhead and underground.

Clean up job site after job is completed.

Forewarning traffic in the vicinity of where the job is to take place.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments.

Safety and Security - Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly.

Customer Service - Responds promptly to customer needs; Responds to requests for service and assistance; Meets commitments.

Quality - Demonstrates accuracy and thoroughness. Demonstrates attention to detail.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Other Skills and Abilities

Some knowledge of methods, materials and tools used in line construction and maintenance work.

Some knowledge of the principles of electric theory as applied to electrical circuits and wire systems.

Some knowledge of the occupational hazards of the trade and of adequate and necessary safety precautions.

Physical strength and agility sufficient to do strenuous work under varying weather conditions.

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 regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee must regularly lift and /or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close, distance, and color vision. Driving is required.

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.

While performing this Job, employee are exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; outside weather conditions; extreme cold; extreme heat and risk of electrical shock.

Education and Experience

High school diploma, GED, or graduation from a vocational school required. Prefer coursework in industrial arts or electric. Must have completed two years at the apprentice level to achieve Apprentice Lineman II status with recommendation of supervisor.

Certificates, Licenses and Registrations

Florida driver's license and Class "B" Commercial Driver's License

(CDL) with air brake endorsement required.

Other Qualifications

Must pass background check. Position is subject to driver's license record checks. This position is subject to call-out at all hours of the day and night. Employee is expected to report to work if called. Employee is required to be on standby if it becomes mandatory. Must attend and successfully complete all mandated trainings. Subject to Florida Drug Free Workplace Act.

SAFETY SENSITIVE POSITION

Response Requirement - The employee must be able to respond to 350 Slatton Street, New Smyrna Beach within forty minutes from the time they are called. Must have a means (current working phone number) to be contacted at all times which may include: cell phone, home phone and answering machine with remote access, or any other means by which the UC can contact you at all times.

Job Title: **Apprentice Lineman III**
Department: Electric
Reports To: T & D Lines and Support Supervisor
Revised: 06/2011
Pay Grade: 14 - Non-Exempt, Union

Job Summary

Work involves the performance of maintenance and repair tasks as part of a training program designed to better enable the incumbent for employment as journeyman lineman. The employee works under the instruction of a lineman or crew lead and immediate supervision of the foreman in the performance of tasks, which increase in difficulty and responsibility as the apprenticeship period progresses. Work is subject to close inspection during progress and upon completion by a superior for adherence to instructions and adequate safety precautions while performing the tasks. The apprentice is expected to read and study the apprenticeship manual, and pass written tests periodically and to progress to apprentice lineman III. Apprentice lineman III must work at least 1900 hours before progressing to apprentice lineman IV. Subject to call-out.

Essential Duties and Responsibilities. Other duties may be assigned.

Power line maintenance overhead and underground.

Building new lines overhead and underground.

Clean up job site after job is completed.

Forewarning traffic in the vicinity of where the job is to take place.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments.

Safety and Security - Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly.

Customer Service - Responds promptly to customer needs; Responds to requests for service and assistance; Meets commitments.

Quality - Demonstrates accuracy and thoroughness. Demonstrates attention to detail.

Qualifications To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Language Skills

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Ability

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Other Skills and Abilities

Knowledge of methods, materials and tools used in line construction and maintenance work.

Knowledge of the principles of electric theory as applied to electrical circuits and wire systems.

Knowledge of the occupational hazards of the trade and of adequate and necessary safety precautions.

Physical strength and agility sufficient to do strenuous work under varying weather conditions.

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 regularly required to stand; walk; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk

or hear. The employee must regularly lift and /or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close, distance, and color vision. Driving is required.

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.

While performing the duties of this Job, the employee is regularly exposed to wet and/or humid conditions; moving mechanical parts; high, precarious places; fumes or airborne particles; outside weather conditions; extreme cold; extreme heat and risk of electrical shock.

Education and Experience

High school diploma, GED, or graduation from a vocational school required. Prefer coursework in industrial arts or electric. Must have completed three years at the apprentice level to achieve Apprentice Lineman III status with recommendation of supervisor. Response requirement applies.

Certificates, Licenses, and Registrations

Must possess a valid Florida Driver's License and valid Class "B" Florida Commercial Driver's License (CDL) with air brake endorsement.

Other Qualifications

Must pass background check. Position is subject to driver's license checks. This position is subject to call-out at all hours of the day and night. Employee is expected to report to work if called. Employee is required to be on standby if it becomes mandatory. Must attend and successfully complete all mandated trainings. Subject to Florida Drug Free Workplace Act.

SAFETY SENSITIVE POSITION

Response Requirement - The employee must be able to respond to 350 Slatton Street, New Smyrna Beach within forty minutes from the time they are called. Must have a means (current working phone number) to be contacted at all times which may include: cell phone, home phone and answering machine with remote access, or any other means by which the UC can contact you at all times.