

Central Wisconsin Electric Cooperative

JOURNEYMAN LINEMAN

1. Position Title
 - a. Journeyman Lineman
2. Position Function
 - a. Perform safe and efficient construction, operations and maintenance of all CWEC electric facilities.
3. Reporting Relationships
 - a. Reports to: Line Manager
 - b. Supervises: None
4. Typical Responsibilities and Duties
 - a. Troubleshoots and repairs outages and assists in evaluating the cause of the outage to ensure service reliability and prompt restoration of service to members.
 - b. Participates in the construction of distribution lines and services as assigned to provide new or improved service to our members.
 - c. Performs maintenance activities on electric facilities to keep the system in a safe and operable condition.
 - d. Conducts line patrol activities and takes corrective actions as deemed necessary to assure safe and reliable service to members.
 - e. Performs switching procedures when deemed necessary or as directed to facilitate operations.
 - f. Installs sectionalizing equipment and assists with maintenance to provide continued reliable service.
 - g. Makes single-phase and multi-phase transformer connections using the correct configuration to assure end user of proper voltage levels.
 - h. Locates and marks underground cable as requested to allow others to safely dig without service interruption or cable damage.
 - i. Directs the work activities of an apprentice lineman as assigned and assists in the on-the-job training of apprentice lineman during their four-year apprenticeship to ensure safe working practices are followed and to help ensure that they are capable of assuming Journey Lineman duties after the training period is complete.
 - j. Maintains security and street lighting and promotes the installation of improved lighting equipment to provide for a safe, secure environment during the evening hours.
 - k. Performs reconnects, disconnects, installs and removes meters at the request of billing personnel to assure timely compliance with member requests and/or Cooperative policy.
 - l. Sets voltage regulators, conducts scheduled voltage and load surveys, assists in the preparation of analysis reports and takes such corrective action as is

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- required to help assure that voltage levels on lines are within specifications.
 - m. Coordinates and oversees the work of outside contractors when assigned to assure compliance with required specifications and safe working conditions.
 - n. Makes frequent checks of tools and protective equipment and submits recommendations for replacing defective materials to assure that they are safe and operable.
 - o. Assists in the maintenance of vehicles and equipment to ensure that they are safe, operable and that the required documentation is completed.
 - p. Maintains material inventories and completes required documentation for assigned vehicle and projects to assure proper material records are kept.
 - q. Attends and participates in safety meetings to become aware of safety rules and regulations and to help assure that safe working practices are followed and a safe working environment exists for the individual, fellow employees, members and general public.
 - r. Maintains a current knowledge of first aid, CPR and other life saving techniques and performs these techniques as necessary to ensure that prompt attention is given to co-workers during emergencies.
 - s. Reads meters and collects from members with overdue accounts to assist the billing personnel in keeping accounts current and accurate.
 - t. Reviews assigned construction or maintenance projects and recommends to their supervisor, the required personnel, materials and equipment needed to assure a timely and safe completion of the project.
 - u. Coordinates the completion of assigned projects with other CWEC crews and representatives of other utilities to assure proper coordination and completion of job assignment.
 - v. Keeps informed of and provides support for CWEC goals, policies, plans and programs to assist CWEC in providing services which meet the expectations of our members and to allow CWEC to continue to be a positive influence within its service area.
 - w. In addition to these responsibilities, may be assigned other duties from time to time by the VP of Operations, Line Manager, Operations Crew Leader or Lead Journeyman Lineman (as assigned).
5. The duties listed above are essential functions of this position and not intended to be all inclusive. An employee may be directed to perform other reasonably related job duties and responsibilities. CWEC reserves the right to revise or change the job duties and responsibilities as the need arises. This position description does not constitute a written or implied contract of employment.
6. Knowledge, Skills and Abilities
- a. Must be skilled in underground and overhead line operation, in pole climbing, in operation of line construction equipment and in using lineman tools while working on the ground, on a pole and from a bucket truck.
 - b. Must be skilled in properly and safely working with live conductors of all

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voltages.

- c. Must be skilled in all work required in connection with the installation of materials, apparatus, and equipment used in the construction and maintenance of electric distribution lines.
- d. Must have a commercial driver's license with air brake endorsement or be able to obtain one within 90 days of date of hire.
- e. Must possess a working knowledge of the construction, operations, and maintenance of electric distribution lines, both overhead and underground, including meters, transformers, voltage regulators, capacitors, sectionalizers, and oil circuit reclosers, RUS Construction specifications and the National Electric Safety Code.
- f. Must have sound knowledge of the proper and safe use of the tools and equipment used in line construction and maintenance of both energized and de-energized lines.
- g. Must have a thorough knowledge of first aid and CPR.
- h. Must be willing to attend courses relating to his/her area of work.

7. Minimum Qualifications

- a. High school diploma or equivalent and a certificate from an Electrical Power Distribution Program specializing in Electrical Line Construction and Maintenance.
- b. Must be a qualified Journeyman Lineman experienced with electric utility operations, maintenance and construction.
- c. Must reside within 15 miles of the CWEC headquarters.

8. Preferred Qualifications

- a. Commercial Drivers License with air brake endorsement or be willing to acquire one within 3 months of date of hire.
- b. Graduate from an approved Line Apprenticeship Program is highly desirable.

9. Physical Demands and Working Conditions

- a. Almost constantly works outside and frequently works under inclement weather conditions.
- b. Manual dexterity is required to maintain proper safety while performing line construction work, while performing work from the pole in hooks or in the bucket, while driving the line truck to and from the job and in normal operation of a winch truck or line construction vehicle.
- c. Manual dexterity is required in electrical construction and/or maintenance to move materials, to manipulate work materials both bare handed and working in electrically tested rubber gloves, to draw work orders, and to complete necessary paperwork to comply with REA specifications.
- d. Constantly listens, communicates orally, and uses visual acuity to locate possible hazards while performing duties of position.
- e. Constantly stands and walks, either on the ground, while working off the pole in

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- hooks, and/or in the bucket to perform construction and/or line maintenance.
- f. Frequently sits in a line truck to drive and/or ride to various line construction sites. The average number of miles and the amount of time driving/riding would vary depending on the services to be connected or maintained each day.
 - g. Frequently bends, stoops, and squats to perform maintenance of line services and/or line construction and to read or change meters.
 - h. Frequently lifts and carries between 75-100 pounds, which consists of coil wire, miscellaneous framing equipment to frame a pole, and other line construction or service items. Occasionally transformers will have to be lifted; however, they are usually lifted by line trucks and placed into position. Occasionally boxes of meters and individual meters for installation and/or removal from meter bases will be lifted.
 - i. Frequently pushes and/or pulls wires to the pole.
 - j. Frequently reaches above, at, and below shoulder level to perform maintenance of line services and/or line construction.
 - k. Frequently twists while performing maintenance of line services and/or line construction.
 - l. Occasionally climbs and balances on a ladder, as well as poles.
 - m. Occasionally kneels and crouches in certain underground installations and pole framing on the ground.
 - n. May be required to work weekends, nights or holidays in the event of workload or system emergency, performing whatever work is necessary.