

**TITLE:** Second Class Lineman  
**DEPARTMENT:** Operations  
**FLSA DESIGNATION:** Non-Exempt  
**REPORTS TO:** Foreman/First Class Lineman

**DATE:** May 2018  
**TITL GRP:** Trades

**JOB SUMMARY:** Under the supervision of the Foreman or First Class Lineman, install, troubleshoot and repair failures of underground/overhead single and three-phase electrical lines; operate trenching and backhoe/front end loading equipment; climb utility poles; clear right-of-way; and operate an aerial lift device.

**ESSENTIAL FUNCTIONS:**

**All Apprentice Lineman Essential Functions in addition to the following:**

1. Competently identify, operate and use any material required to hang, convert, repair or build new services and lines.
2. Assist in assembly and use of required materials to ground and frame different structures. Assist in installation or removal of all line equipment.
3. Assist in identification and repair of operational malfunctions.
4. Make map changes as required by system changes. Identify primary and alternate routes on maps taking into account large equipment, weather and road conditions.
5. Analyze most organizational operational capabilities and relay information to appropriate individual.
6. Inspect all equipment and initiate repairs in accordance with standardized procedures.
7. Develop, read, and pull material from material requirements lists for standard installations.
8. Assist in connection of all single phase, three phase, meter loops and wiring of single and three phase CT installation in accordance with safety procedures.
9. Assist in properly de-energizing and removing single and three-phase metering and line equipment.
10. Safely use all hot line tools independently and/or under supervision.
11. Cover primary, tie and untie energized single and three-phase line using proper procedures in accordance with all safety rules, independently and/or under supervision.
12. Operate all industry standard equipment safely, independently and/or under supervision.
13. Stock and maintain all required tool and material inventories on vehicles and trailers. Identify salvageable/ non-salvageable materials. Repair, return to inventory or dispose of tools and material as appropriate.
14. Assist in organizing equipment, tools, material, crew, documentation, permits, safety equipment, and staking sheets as necessary to accomplish task.
15. Climb energized wood poles to replace and/or repair secondary voltage equipment without de-energizing transformer, while demonstrating working knowledge of required safety equipment.
16. Work from aerial platforms, independently and/or under supervision in accordance with manufacturer's load limit specifications.
17. Supervise individuals or groups to accomplish a job task when situation dictates.
18. Utilize appropriate size, type wire and color-coded connector to build or repair electrical facilities.

19. Adapt to and be able to perform job duties within parameters of new technology including, but not limited to, video conferencing, web-based applications, and wireless applications.
20. Assist with the installation and maintenance of all aerial and subterranean devices placed on the HILCO system.
21. Must be able to travel intra/inter-state to perform duties at satellite locations.
22. Must be able to climb a utility pole, walk over uneven, steep, and difficult terrain for distances of over a mile on a regular basis.
23. Must be able to lift 100 pounds on a regular, recurring basis and to carry that weight a minimum of 20 feet.
24. Must be able to carry 25 pounds of gear while working in an aerial lift device with a weight limit of 350 pounds.
25. Operate equipment used to locate and identify underground lines, independently and/or under supervision.
26. Assist in maintaining system of operational maps to reflect system capabilities and facility locations.
27. Must be able to complete "Pole Top Rescue" in a maximum of four minutes.

#### **EQUIPMENT USED:**

- Organizational vehicles including large and small trucks, backhoe/front end loader, trenching equipment; shovel; power saw; bow saw; hammer; pliers; cutters; squeeze-on wrench and dies; portable generator; speed and compression wrenches; personal computer; fork lift.

#### **OTHER IMPORTANT DUTIES:**

- Train for follow-on lineman operations.
- As necessary to perform assigned job, in an emergency situation, or as necessary for the conduct of training, will be required to enter member/customer's property.

#### **EXPERIENCE, TRAINING, KNOWLEDGE, SKILLS AND ABILITIES:**

- Strong work ethic.
- Ability to work outdoors, during various weather conditions, for extended periods of time.
- Ability to work in an overtime/on call situation and to work on a rotating shift basis including weekends.
- Good math skills.
- Ability to communicate effectively, both orally and in writing.
- Ability to operate a motor vehicle in a safe, courteous manner in accordance with all applicable traffic laws.
- Ability to perform preventative and maintenance repairs on organizational vehicles.
- Ability to make sound decisions in crisis, non-routine situations.
- Experienced in working with the public in a courteous, respectful manner.
- Ability to perform under minimum supervision situations.
- Ability to lift 100 pounds on a regular, recurring basis and to carry that weight a minimum of 20 feet.
- Ability to travel intra/inter-state as necessary for the conduct of training.

- Ability to obtain security clearance as needed to access governmental facilities.
- Minimum of one year as Apprentice Lineman, or related experience.
- Successful completion of Second Class Lineman Appraisal Test.
- Must successfully complete First Class Lineman Appraisal Test within three years of becoming a Second Class Lineman unless a time extension is granted at the discretion of the General Manager/CEO.
- Ability to walk over uneven, steep and difficult terrain for distances of over a mile on a regular basis.
- Ability to work in an aerial lift device with a weight limit of 350 pounds while carrying or wearing 25 pounds of gear.
- Ability to move about and within a multi-level office building.

**REQUIRED EDUCATION DEGREES, CERTIFICATES, AND/OR LICENSES:**

- High School diploma or equivalent required.
- Valid Texas Driver's license w/Commercial Drivers License (CDL) endorsement prior to first day of employment required. Must be eligible to be and remain insured as a driver by the Cooperative's group liability policy for the automotive fleet.
- Certificate of completion from Pole Climbing Training required.
- Ability to obtain security clearance as needed to access governmental facilities.
- All required certifications or licenses must be submitted to the Human Resources Department fifteen work days prior to expiration.
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**This job description is intended to identify the essential functions of a position and should not be interpreted as all-inclusive. The incumbent(s) may be required to perform or assume additional job-related responsibilities other than those stated in this description.**