

Crawfordsville Electric Light and Power

Job Description

Job Title: **Apprentice Line Worker**

Department: **Line**

Pay Range: **\$26.00/hr (increasing each year)**

Exempt or Non-Exempt: **Non-Exempt**

Last Amended: **April 2024**

1. Job Summary

- 1.1. Working as part of a team, the individual will use technical, analytical and interpersonal skills and electrical knowledge to deliver reliable electric service to CEL&P customers. Responsible for performing inspections, maintenance, operations and construction work on the substations, transmission, distribution and street lighting systems.

2. Essential Duties and Responsibilities

- 2.1. Construct, maintain and repair overhead and underground electrical distribution and transmission systems
- 2.2. Setting poles, maintaining and repairing overhead distribution or transmission lines, stringing new wire or maintaining old wire, installing and maintaining anchors, installing and maintaining insulators, installing and maintaining transformers, installing and maintaining underground distribution systems, trimming trees and brush, installing and maintaining other equipment including but not limited to; street lights, capacitor banks, transformers, cutouts, cross arms, switches, and insulators.
- 2.3. Work in below grade structures to pull, splice, and connect underground cables and other devices and equipment; install single phase and three phase electric meters.
- 2.4. Install, maintain, construct and replace energized distribution lines and equipment under all weather conditions and at all hours day or night.
- 2.5. Inspect, maintain, and repair electrical street lights.
- 2.6. Observe all safety rules and practices, including working on circuits with hot sticks and/or with rubber protective equipment in aerial lifts or on poles in required safety apparel.
- 2.7. Operate all equipment as required including but not limited to Digger/Derrick, Aerial Lift truck, forklift, backhoe/tractor, trencher, hydraulic presses, cutters, and tools.
- 2.8. Complete training courses and bookwork for associated years.
- 2.9. Must accept Stand-by duties as assigned.
- 2.10. Subject to emergency call-out as required.
- 2.11. All other duties as assigned.

3. Essential Work Relationships

- 3.1. Reports to the Line Superintendent.
- 3.2. Works as part of a cohesive team.
- 3.3. Represents the company in a professional manner with both the public and others with whom the individual comes in contact during work.
- 3.4. Ability to work in a team environment and use interpersonal skills to interact and solve problems and conflicts that may arise among employees, or employees and customers, or the public.

4. 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, skills, and/or abilities required to perform the essential responsibilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

4.1. **Preferred Knowledge**

Industry knowledge and understanding of the methods and construction standards for transmission and distribution systems.

4.2. **Education and/or Experience**

High School Diploma/G.E.D.; Completion of courses from an accredited lineman training school is a plus.

4.3. **Communication Skills**

Ability to read, analyze, and interpret common industry and technical prints and mapping; Ability to respond to common inquiries or complaints from customers, agencies, or members of the business community; Ability to effectively present information to supervisors verbally and in writing; Ability to teach complex technical concepts, and further users' understanding of technical applications and how they relate to the electric system.

4.4. **Mathematical Skills**

Ability to comprehend and apply principles of modern algebra, and AC/DC electrical theory; Ability to handle complex troubleshooting problems in less than ideal conditions.

4.5. **Reasoning Ability**

Ability to define electrical system problems, collect data, establish facts, and draw valid conclusions; Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables; Ability to develop project plans and programs designed to improve or expand current service levels.

4.6. **Certificates, Licenses, Registrations**

Valid Indiana Driver's License with ability to obtain a Class "A" CDL License.

4.7. **Other**

Must be willing to relocate within fifteen (15) miles of the CEL&P service building and within Montgomery County, Indiana.

5. Essential Psychological Factors

- 5.1. Performs repetitive tasks.
- 5.2. Constantly under pressure to meet deadlines.
- 5.3. Handles several tasks simultaneously.
- 5.4. Solves non-routine technical problems.
- 5.5. Works independently, with little or no supervision.
- 5.6. Works cooperatively with others.
- 5.7. Constantly handles new situations.
- 5.8. Must perform duties accurately.
- 5.9. Handles confidential information.

6. Physical and Environmental Factors

(Occasionally = 0-2.5 hrs/day; Frequently = 2.5-5.5 hrs/day; Constantly = 5.5+ hrs/day)

6.1. **Physical Activity**

- 6.1.1. Standing: Constantly
- 6.1.2. Walking: Frequently
- 6.1.3. Sitting: Occasionally
- 6.1.4. Controls (hand/arm, foot/leg): Constantly
- 6.1.5. Pulling: Frequently
- 6.1.6. Lifting: Frequently (maximum weight of 50 lbs.)
- 6.1.7. Carrying: Occasionally (maximum weight of 50 lbs.)
- 6.1.8. Pushing: Frequently (maximum weight of 50 lbs.)
- 6.1.9. Climbing: Frequently
- 6.1.10. Balancing: Frequently

- 6.1.11. Stooping: Occasionally
 - 6.1.12. Kneeling: Occasionally
 - 6.1.13. Crouching: Occasionally
 - 6.1.14. Reaching: Frequently
 - 6.1.15. Handling: Frequently(L/R)
 - 6.1.16. Simple Grasping: Frequently (L/R)
- 6.2. Use of Senses**
- 6.2.1. Speech:
 - 6.2.1.1. Ordinary Conversation: Frequently
 - 6.2.1.2. Telephone Communication: Occasionally
 - 6.2.2. Hearing:
 - 6.2.2.1. Ordinary Conversation: Frequently
 - 6.2.3. Vision:
 - 6.2.3.1. Acuity, near: Frequently
 - 6.2.3.2. Acuity, far: Occasionally
 - 6.2.3.3. Depth Perception: Occasionally
 - 6.2.3.4. Color vision: Occasionally
 - 6.2.3.5. Field vision: Occasionally
- 6.3. Environmental Conditions**
- 6.3.1. Work area
 - 6.3.1.1. Inside: Occasionally
 - 6.3.1.2. Outside: Constantly
 - 6.3.2. High (85 degrees+) Temperatures: Occasionally
 - 6.3.3. Low (50 degrees-) Temperatures: Occasionally
 - 6.3.4. Wet and/or High Humidity: Occasionally
 - 6.3.5. Noise
 - 6.3.5.1. Especially High Level: Occasionally
 - 6.3.5.2. Vibrations: Occasionally
 - 6.3.6. Hazards
 - 6.3.6.1. Mechanical: Occasionally
 - 6.3.6.2. Electrical: Occasionally
 - 6.3.6.3. Burns: Occasionally
 - 6.3.6.4. Radiant energy: Occasionally (UVL)
- 6.4. Atmospheric Conditions:**
- 6.4.1. Fumes: Occasionally
 - 6.4.2. Odors: Occasionally
 - 6.4.3. Dusts: Occasionally
 - 6.4.4. Mists: Occasionally
 - 6.4.5. Smoke: Occasionally
 - 6.4.6. Gases: Occasionally
 - 6.4.7. Poor ventilation: Occasionally

Manager

Date