

**OWATONNA PUBLIC UTILITIES  
POSITION GUIDE**

Approved Date: May 4, 2018

**Position Title:** Journey Lineworker

**Department:** Operations (Electric, Water & Gas)

Section: Electric Distribution

**FLSA Status:** Non-Exempt

Union Position Classification – IBEW Local 949- Outside Union

**Organizational Relationship:**

Reports to: Supervisor, Operations, Buildings & Grounds

Daily work assignments – Lead Lineworker

Supervises: None

**Position Summary:**

Safely performs skilled line work in the construction, operation, maintenance and repair of overhead and underground electrical transmission and distribution systems. Works on or near energized conductors and electrical equipment.

**Essential Duties and Responsibilities:**

Performs overhead electrical distribution system construction and maintenance work, including but not limited to operation, maintenance, and dismantling of equipment, poles, cross arms, braces, pins, insulators, secondary racks, brackets, guys, wires and other conductors, transformers, meters, switches, fuses, cutouts, lighting arrestors, potheads, instrument transformers, voltage regulators, and other related electric equipment. Installs transformers.

Performs underground electrical distribution system construction and maintenance work including pulling cable, installing potheads, link or tap boxes, switches, and other cable devices.

Keeps informed on and abides by all required OPU safety rules and operating practices, OSHA rules and regulations, National Electric Safety Code (NESC) rules and regulations pertaining to all phases of electric line work.

Provides efficient and timely restoration of electric services to OPU customers.

Provides after hours electrical and customer service duties.

Assists in training and instruction of less tenured or apprentice line workers in appropriate procedures of safety, construction, installation, replacement and maintenance of electrical systems. May assign tasks on site and monitor progress of less experienced line workers.

**Competencies:**

**Problem Solving** – Identifies and resolves problems in a timely manner. Gathers and analyzes information skillfully. Works well in group problem solving situations. Uses reason even when dealing with emotional topics.

**Team Work** – Gives and welcomes feedback. Contributes to building a positive team spirit. Puts success of team above own interests. Able to build morale and group commitments to goals and objectives.

**Interpersonal** – Treats others with courtesy, sensitivity, and respect. Works with integrity.

**Initiative:** Volunteers readily. Undertakes self-development activities. Seeks increased responsibilities. Looks for and takes advantage of opportunities. Asks for and offers help when needed.

**Technical Skills** – Demonstrates technical expertise in their own field. Acts as a resource for others.

**Communications** – Strong verbal skills; effective two-way communication; clearly articulate the key points of an issue; engages interpersonally with others; actively seeks input; able to communicate both positive and negative information for best results.

**Results** – Demonstrates Accuracy and thoroughness. Applies feedback to improve performance. Monitors own work to ensure quality. Anticipates, diagnoses, works through roadblocks. Adapts to varying work situations and is flexible in their approach to resolving challenges. Continually seeks to improve work results and methods.

**Safety** – Demonstrates a commitment to safety by following safety rules and guidelines. Reports potentially unsafe conditions. Follows good housekeeping practices. Takes proper care of equipment. Meets requirements of 100% participations in safety training.

**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. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

**Education:** Electric Lineworker Technical College Certificate/Degree is required.

**Experience:** Four (4) years performing electric line construction and operations within OPU's Apprentice Lineworker Program or two (2) years performing electric line construction and operations as a Journey Lineworker for a utility company is required. Experience in an electric distribution system is desired.

**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.

**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

**Mathematical Skills:** Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume and distance.

**Computer Skills:** Working knowledge of Microsoft Outlook, Word, and Excel.

**Certificates and Licenses:**

Valid Class "A" Commercial Drivers' License is required. Must be able to obtain a Minnesota Class "A" Commercial Drivers' License within 31 days of employment.

**Tools and Equipment used:** Digger Derrick Truck, Lineworker Aerial Truck, Mustang, skid loader, trencher, ground fault finder, and 2 way radio.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work is performed mostly outdoors. Work is varied and involves climbing. There can be exposure to extreme disagreeable weather conditions (heat, humidity, rain, wind, cold, snow, sleet).

See Physical Job Analysis form for details.

**Position Essential Physical Requirements:**

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.

See Physical Job Analysis form for details.

*The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position.*

*The Position Guide does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of Owatonna Public Utilities and the requirements of the job change.*