

South River Electric Membership Corporation-Job Descriptions
Engineering & Operations

POSITION TITLE: Second Class Lineworker

REPORTS TO: Crew Foreman

Flex Schedule: Crews work 10-hour days (Monday-Thursday) (Tuesday-Friday)

Remote Work: None

1- Objectives

- a) Under the direction of the Crew Foreman, the Second Class Lineworker is responsible for building, maintaining, retiring, and repairing overhead and underground power distribution lines/facilities within the scope of his/her training and certification in a safe and efficient manner within accepted operations standards.
- b) To maintain favorable public relations with the consumers on the electric system by providing optimum quality service at the lowest possible cost while Insuring the safety of fellow employees and the general public.

2- Responsibilities and Duties

Below is a list of typical duties for which the Second Class Lineworker will be accountable/ responsible. This list is not intended to include all responsibilities of this position but an outline of tasks indicative of the overall function of this job.

Responsibilities include, but are not limited to:

- (a) Safety of assigned crew personnel and fellow employees affected by assignments;
- (b) Understanding and personally performing all duties in accordance with applicable safety and Cooperative policy manuals, as well as reporting to Supervisor hazardous conditions for the safety of the employees, member consumers and general public;
- (c) Performance and productivity of the crew;
- (d) Individual performance in line crew activities;
- (e) Studies and learns required job knowledge and skills in order to advance in a timely manner through the complete apprenticeship program(Apprentice Lineworker, Second Class Lineworker, First Class Lineworker);
- (f) Ability to perform the following under supervision, include but is not limited to:
 - Install single phase transformers and make connections

South River Electric Membership Corporation-Job Descriptions
Engineering & Operations

- Install line reclosures
 - Work from bucket truck on de-energized lines
 - Operate underground trencher
 - Substation inspection
 - Pole inspections
 - Substation maintenance
 - Substation switching operations, with supervision
 - Install primary U/G cable and terminations
 - Locate and repair U/G faults
 - Framing poles by A, B and C specifications
 - Perform all duties of subordinate line positions
- (g) Performs as climbing lineworker on line crew;
- (h) Restoration of services during outages;
- (i) Working as a single serviceman, when necessary;
- (j) Beginning study of practical electrical theory;
- (k) Providing on the site job training for subordinate line positions;
- (l) Knowing locations of electrical equipment and facilities;
- (m) Maintenance of assigned vehicle, equipment and tools;
- (n) Appearance of assigned vehicle and work equipment;
- (o) Individual adherence to applicable standards and specifications in projects and assignments, include but are not limited to:
- RUS specifications
 - OSHA regulations
 - Other operational and regulatory systems
- (p) Pole top and bucket truck techniques;
- (q) Maintaining current knowledge of equipment, mapping system and other operational and regulatory systems related to the responsibilities of the position;
- (r) Operating two-way radio by regulations, rules and laws;
- (s) Quality and neatness of work performed;
- (t) Response time to assigned locations;
- (u) Reporting to supervisor regarding progress, problems or any deviation from or of assignments and projects;

South River Electric Membership Corporation-Job Descriptions
Engineering & Operations

- (v) Personal work planning and scheduling;
- (w) Control of costs of assignments;
- (x) Assisting in troubleshooting assigned problems;
- (y) Reporting problems and conditions promptly which warrant immediate resolution;
- (z) Acquiring and maintaining first aid/CPR certification;
- (aa) Providing assistance to other service personnel and helping maintain good departmental morale;
- (bb) Completing annual personal and departmental goals assigned by management.
- (cc) Participating and assisting with the Cooperative's Annual Meeting as needed;
- (dd) Attending scheduled meetings;
- (ee) Personal productivity and adherence to schedules and deadlines for assigned work;
- (ff) Keeping assigned work area clean, neat and organized at all times;
- (gg) Performance of related duties as assigned or necessary.

3- Relationships and Contacts

Provides and acquires information and assistance necessary to assure the achievement of goals by the department and the cooperative.
Establishes and maintains including, but not limited to the following contacts and relationships for the purpose of coordination and communication.

(a) Internal

- Crew Foreman
- Line Operation Supervisors
- VP of Engineering & Operations
- Make contacts to satisfactorily carry out the responsibilities of this position.

(b) External

- Make outside contacts to satisfactorily carry out the responsibilities of this position.

South River Electric Membership Corporation-Job Descriptions
Engineering & Operations

4- Education

High School Diploma or equivalent required. Graduation from vocational/technical school in power line studies is preferred. Will consider related work experience in lieu of educational requirements if there is demonstrated ability to carry out the position responsibilities.

Enrollment/completion of an apprenticeship lineworker program is required.

5- Experience

Two years of experience in power line construction and/or maintenance may be substituted for vocational/technical education and/or training; or equivalent combination of education and experience. Also, helpful to have progressive experience with a utility and a thorough understanding of a utility, specifically a cooperative.

6- Job Knowledge

Must possess an entry-level working knowledge of the construction, operations and maintenance of electric distribution lines, both overhead and underground; REA Construction specifications and a portion of the National Electric Safety Code. Basic knowledge of power line materials and how they are used and knowledge in the maintenance of vehicles. 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. Must have a thorough knowledge of first aid and CPR. Knowledge of service area is preferred.

7- Abilities and Skills

Must be able to become skilled in underground and overhead line operations, pole climbing, in operation of line construction equipment and in using line worker tools while working on the ground. Must be able to become skilled in properly and safely working with live conductors of voltages from 0 to 12.5kV. Must be able to 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. Must have the ability to perform mathematical computations necessary to master basic electrical theory, applicable codes and construction specifications and standards. Must be able to operate a motorized vehicle without the assistance of another employee.

Must have basic computer skills with the ability to adapt to various computer programs and related hardware and to accurately input data. Must be able to carry out delegated work and handwriting must be neat and legible. Must be able to

South River Electric Membership Corporation-Job Descriptions
Engineering & Operations

communicate effectively on the radio and telephone with good enunciation and voice projection. Must have considerable skill in effectively dealing with a variety of people under different and sometimes difficult circumstances and be able to remain focused while under pressure and in stressful situations. Must have good written, oral communication and good decision making skills. Must have a determination and an ability to figure things out (work independently).

8- Physical Requirements

Required to pass a physical examination, job specific testing (Work Strategies-Work Steps Program) and drug testing when job offer is made.

Provided the applicant passes the physical examination, job specific testing and the drug testing, SREMC will move forward in the hiring process.

Must have the physical ability to perform the essential functions, duties and responsibilities of the job, which include, but are not limited to:

- (a) The employee must frequently lift and/or move up to 50-75 pounds and occasionally lift and/or move up to 75-100 pounds.
- (b) Must have the ability to perform the outside duties of this position during extreme adverse weather conditions (temperatures above 90 degrees and below 30 degrees F., rain, sleet, snow, sleet, high humidity, etc.)
- (c) Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- (d) While performing the duties of this job, the employee is regularly required to climb, balance, talk and hear. The employee frequently is required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and stoop, kneel, crouch, or crawl.

9- Qualities and Attributes

Must be professional, dependable, punctual, be flexible and have a positive attitude. Must have personal integrity and be a team player. Must be self-motivated with a strong work ethic and an ability to adapt easily to change.

10- Special Requirements

- (a) Must have valid North Carolina commercial driver's license (CDL) - Class A
- (b) Must maintain an insurable driving record
- (c) Must live within 30 miles from their assigned service area office

11- Work Conditions

South River Electric Membership Corporation-Job Descriptions
Engineering & Operations

Work conditions for the Second-Class Lineworker job position include, but are not limited to:

- (a) Must be available for callouts during emergency situations, day or night

REMARKS

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. In order to ensure maximum flexibility and efficiency and encourage cross training additional functions and requirements may be assigned by a supervisor/manager as deemed appropriate. This document does not represent a contract of employment, and the Company reserves the right to change this job description and/or assign tasks for the employee to perform, as the Company may deem appropriate.

Approval Signature: _____ Date: _____

Employee Signature: _____ Date: _____

Revised: April 23, 2014

Revised: March 26, 2018

Reviewed: June 22, 2020

Reviewed: February 18, 2021(PFA)

Reviewed: February 25, 2022

Reviewed March 14, 2023

Updated: September 21, 2022