

POSITION TITLE: Staker IV

REPORTS TO: VP of Engineering & Operations

1- OBJECTIVES

To maintain favorable public relations with the consumers on the electric system by providing effective field operations to construct, operate and maintain the cooperative's electric distribution system facilities for continuous and dependable service while ensuring the safety of fellow employees and the general public.

2- RESPONSIBILITIES AND DUTIES

Below is a list of typical duties for which the Staker IV 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) 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, consumers and general public;
- (b) Designs and stakes major projects;
- (c) Reviews plans and specifications in conjunction with field conditions to ensure that installations are made in the most reliable and efficient manner; directs corrective action as required;
- (d) Coordinates attaching utilities to have their facilities transferred or relocated as needed for project specifications;
- (e) Obtains easements and encroachments as needed for new construction;
- (f) Coordinates with Operations for all necessary switching and planned interruptions for construction;
- (g) Planning/preparing/coordinating weekly work and daily work schedules for contract construction crews performing major projects;
- (h) Ensures that all electric system specifications and requirements are met during construction;

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- (i) Preparing/maintaining accurate documentation of assigned projects for processing work orders;
- (j) Verifies that contract crews account for all materials charged out and returned to the warehouse;
- (k) Coordinates with the Engineering and Warehouse Departments the need for materials for large construction work; works with warehouse personnel to determine what materials are ordered in advance to assure that materials will be available for the construction;
- (l) Inspects completed work with contract crew supervisor and updates in Partner staking;
- (m) Reviews and approves contract crew invoices for payment;
- (n) Participates in developing construction specifications;
- (o) Investigates member complaints regarding construction problems and refers to the proper person if the member or landowner cannot be satisfied;
- (p) Ensures job sites are left in a neat and safe condition following completion of work;
- (q) Monitors crew performance and documents any performance issues that must be elevated to VP of Engineering;
- (r) Assists in the revisions and development of construction units;
- (s) Provides input for development of annual budgets for the department;
- (t) Identifies improvements needed in engineering and construction practices;
- (u) Maintenance of assigned vehicle, equipment and facilities;
- (v) Appearance of assigned vehicle and work equipment;
- (w) Remaining abreast of technical changes in assigned activities such as, but not limited to:
 - Equipment
 - Materials
 - Construction specifications
- (x) Operating a two-way radio by regulations, rules and laws;
- (y) Reporting to supervisor regarding progress and problems of assignments and projects;
- (z) Personal work planning and scheduling;
- (aa) Controlling of costs of assignments;
- (bb) Troubleshooting assigned problems;
- (cc) Quality and neatness of work performed;

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- (dd) Electronic staking;
- (ee) Safety of fellow employees affected by assignments;
- (ff) Providing assistance to other service personnel and helping maintain good departmental morale;
- (gg) Completing annual personal and departmental goals assigned by management;
- (hh) Participating and assisting with the Cooperative's Annual Meeting as needed;
- (ii) Being knowledgeable concerning South River Electric Membership Corporation's rate schedule, by-laws, service rules and regulations;
- (jj) Reporting problems and conditions promptly which warrant immediate resolution;
- (kk) Attending scheduled meetings;
- (ll) Personal productivity and adherence to schedules and deadlines for assigned work;
- (mm) Keeping assigned work area clean, neat and organized;
- (nn) Acquiring and maintaining first aid/CPR certification;
- (oo) Performing related duties as assigned or as 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

- 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.

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4- EDUCATION

High School Diploma or equivalent required. Two-year engineering-related degree desired.

5- EXPERIENCE

Minimum three (3) years as a 1st (first) Class Lineman classification desired.

Minimum eight years' experience staking and managing large electrical construction projects electronically required. Must have progressed through Staking levels I, II, III or have equivalent experience. Must have the qualifications and experience to enter the position as a Staker IV. Also, helpful to have progressive experience with a utility and a thorough understanding of utility practices, specifically a cooperative.

6- JOB KNOWLEDGE

Knowledge of service area is preferred. Must have thorough knowledge of unit specifications required for jobs, right of way specifications and other applicable codes and regulations.

7- ABILITIES AND SKILLS

Must be able to maintain complete confidentiality in the performance of duties and responsibilities of the job. Must have good written and oral communication skills and good decision-making skills. Must have the ability to perform mathematical computations necessary to master basic electrical theory, applicable codes and construction specifications and standards. Requires measuring, analyzing data and reports, conducting research, and implementing recommendations. Skills in developing plan procedures, and goals required.

Must have considerable skill in effectively dealing with a variety of people under different and sometimes difficult circumstances. Must have basic computer skills. Must be able to operate a motorized vehicle without the assistance of another employee. Must be able to carry out delegated work and handwriting must be neat and legible. Skills in developing plan procedures, and goals required. Must be able to present information to others and work under stress.

8- QUALITIES AND ATTRIBUTES

Must be professional, dependable, punctual, courteous, have a positive attitude

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and be flexible. 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.

9- PHYSICAL REQUIREMENTS

Required to pass a physical examination and drug test when employed.

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

- The ability to perform the outside duties of this position during extreme adverse weather conditions.
- Medium work requiring exertion of up to 50 pounds of force occasionally and/or up to 20 pounds of force more frequently. Lifting and carrying of 10 to 50 pounds occasionally.

10- SPECIAL REQUIREMENTS

- Must possess a valid NC Driver's License;
- Must maintain an insurable driving record;
- Must be willing to accept on-call & call-out assignments as necessary.

11- WORK CONDITIONS

Work conditions include, but are not limited to:

- Must be able to communicate to supervisor/coworkers over traffic/equipment noise, high winds, and other adverse weather conditions for a distance of 25 feet or more;
- Must be able to vocalize instructions and warnings to other personnel under similar conditions;
- Primarily outside work with about 35 percent of the time spent indoors. Exposure to varying temperature conditions including cold below 32 degrees and heat above 100 degrees. Minimal exposure to fumes, odors, gases, dust and dirt. Hazards include electrical and mechanical.

Safety equipment required.

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

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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: July 5, 2016

Revised: August 5, 2016

Revised November 14, 2019

Reviewed: February 18, 2021(PFA)