

Maquoketa Municipal Electric Utility Functional Job Description

Employer: Maquoketa Municipal Electric Utility
Department: Distribution
Job Title: Electric Line Worker
Reports To: Distribution Superintendent
Shift: 8 hours
Job Summary: Under general supervision, performs work in the construction, maintenance, and repair of overhead and underground electric distribution and transmission systems.

Essential Functions

1. Performs all aspects of electric transmission and distribution construction and maintenance work.
2. Responsible for line maintenance and emergency work.
3. Climbs poles, installs hardware, connects transformer banks, fuses transformers, pulls wires, lays cable, disconnects and reconnects services, and performs other necessary work.
4. Ties in conductors and changes insulators.
5. Works on overhead and underground electric circuits.
6. Works on high-voltage lines and transformers with rubber gloves and/or hot line tools.
7. Operates overhead and underground construction equipment when necessary.
8. Performs tree trimming and brush treatment as assigned.
9. Locates underground electric utilities.
10. Investigates customer electric service complaints, oversees the field operation of construction equipment and tools, and posts late notice/disconnection notices to customers.
11. Operates and maintains vehicles and equipment assigned to department.
12. Maintains time and work records.

Marginal Functions

1. May be required to read meters in the absence of meter reader.
2. Mutual aid with other utilities in the event of storm damage that may require travel and time away from home.
3. Other duties as assigned and considered to be within the line worker's physical abilities.

Physical Demands	Description	Essential Function(s)
Standing	Stand for up to 7 hours over the duration of a shift including in a bucket or on various terrain.	1,2,3,4,5,7
Walking	Stand and walk for up to 7 hours over the duration of a shift including in a bucket or on various terrain.	1,2,5,7,9
Sitting	Sit for up to 1 hour at a time to drive or operate various equipment.	1,2,5,7,8,10,11
Lifting	Lift up to 157-pound equipment (cross arms, boring heads, etc.) from 27-inch trailer, carry up to 500 feet and place at floor (2-person task).	1,2,3,4,5,7,8,9
Carrying	Carry 157-pound equipment (cross arms, boring heads, etc.) up to 500 feet (2-person task).	1,2,3,4,9
Pushing	Push down up to 200 pounds with preferred or both feet for digging. Push and pull up to 100 pounds at heights from floor to 55 inches to use hot stick.	1,2,3,4,5,7
Pulling	Push/pull up to 300 pounds at 0 inches to 48 inches to load transformers onto cart (2-person task).	1,2,3,4,5,7
Climbing	Climb up to 12 steps ranging from 12 inches to 22 inches to get in/out of equipment, use ladders or climb distribution poles. May also wear 25-pound tool belt during tasks.	1,2,3,4,5,7,11

Maquoketa Municipal Electric Utility Functional Job Description

Reaching	Reach up to 24 inches bilaterally in various positions, including prone, to access work areas.	1,2,5
Gripping	Grip up to 75 pounds bilaterally to use hand tools and crimp wires.	1,2,5,7,11
Pinching	Pinch up to 10 pounds with preferred hand to handle small parts and equipment.	1,2,5,11
Low-level Activity	Low level activity for up to 15 minutes at a time to operate equipment or access work areas.	1,2,5,7,9
Hand Coordination	Hand coordination bilaterally in various positions from low level to above shoulder to operate equipment controls, use hand tools, handle wire, write, and operate telephone and computer.	1,2,3,4,5,7,8,9,10,12

Exposures	
Source	Description (level, duration, etc.)
Uneven/slippery surfaces	Required to perform essential functions on slippery surfaces and uneven terrain.
Weather	Required to perform essential functions outside under various and changing weather conditions such as heat, cold, wind, and rain.
Confined Spaces	Required to perform essential functions in various confined spaces.
Heights	Required to perform essential functions at heights in excess of 30 feet.
Noise	Various equipment such as boring equipment, vacuum, landscaping equipment, etc.
Electricity	Exposure to electricity and risk of electrical shock.
Chemicals	Various toxic or caustic chemicals.

Knowledge, Skills, and Abilities

- Work experience as a line worker, electrical construction, maintenance and repair work; completion of an approved correspondence course or formal technical training for utility line workers; graduation from an accredited high school or a vocational school; or any equivalent combination of training and experience.
- Certification as Journeyman Line worker and/or satisfactory completion of an approved Apprentice Line worker Program to achieve Journeyman Line worker Certification -OR- knowledge of, or ability to learn, all city, state, and federal standards applicable to the job.
- Ability to work on-call and overtime duty, as assigned.
- Thorough knowledge of occupational hazards connected with the work.
- A familiarity and willingness to follow safe work practices outlined in, but not limited to, the APPA Safety Manual.
- Ability to climb poles and towers, and to perform all aspects of electric transmission and distribution construction and maintenance work.
- Ability to use electrical test equipment including but not limited to phase meters, amp meters, recorder, and locate equipment
- Ability to read and interpret utility maps and drawings

Personal Protective Equipment (PPE)

- All PPE necessary to perform the essential job functions, including, but not limited to, safety glasses, flame-retardant clothing, rubber gloves/sleeves, leather gloves, hard hat, fall protection, and face shield.

Maquoketa Municipal Electric Utility Functional Job Description

Licenses, Certifications, and Residency Requirements

- Class A Commercial Driver’s License with Air Brake Endorsement.
- Must reside within 15 miles of MMEU Distribution Building

Conditions of Employment:

- Pre-employment drug screen.
- Post-offer, pre-employment physical exam.
- Background investigation.

Document History

Date	Description
10-18-2016	Original onsite analysis.

Definition of Terms

Term	Definition
• Essential Functions	• Those tasks that meet the definition of “the reason the position exists.”
• Marginal Functions	• Those tasks which, if excluded or not performed, would not substantially change the result or output of the job classification.

Please read and sign:

I have been provided a copy of this job description: _____

I have read and understand the job requirements as identified above: _____

To the best of my knowledge, I am able to perform the essential job functions with or without reasonable accommodations (as listed here):
