

January 12, 2023

JOURNEY LINEWORKER

Capital Electric Cooperative, Bismarck ND

Capital Electric Cooperative, an electric distribution coop headquartered in Bismarck ND, has an immediate opening for a Journey Lineworker position in Bismarck.

Preferred applicants must have a high school diploma, successfully completed an accredited Electrical Lineworker Apprenticeship training program, hold a U.S Department of Labor Journey Lineworker Certificate and have a North Dakota Class A driver's license.

Please send application and resume by January 31, to:

Capital Electric Cooperative, Inc.

Attn: Jeff Holzer

PO Box 730

Bismarck, ND 58502

Or

jeffh@capitalelec.com

CAPITAL ELECTRIC COOPERATIVE POSITION DESCRIPTION

POSITION IDENTIFICATION:

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| Position Title: | Journeyman Lineworker |
| Department: | Operations |
| Wage Grade: | Union |

POSITION SUMMARY:

To perform construction and maintenance of electric service to members. To develop and promote adherence to all established safety rules, regulations and practices.

AUTHORITIES AND ACCOUNTABILITY:

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| Reports To: | Operations Manager |
| Supervises: | Apprentice Lineworker |
| Authority: | The Journeyman Lineworker has full and complete functional authority to carry out the responsibilities assigned to the position to achieve desired results and to implement changes, while maintaining compliance with established Cooperative policies. |
| Accountability: | The Journeyman Lineworker is accountable to the Crew Foreman, Lead Lineman and Operations Manager for achieving agreed upon performance results in each area of responsibility. |

RELATIONSHIPS AND CONTACTS:

Intra and Inter-Departmental: To assist, inform and maintain good relationships through cooperation, coordination, and communication that will result in the most benefit to the Cooperative and will insure the continued progress of the Cooperative.

External: To promote good public and member relations when working with members, Town and City employees, telephone company employees, suppliers, and other cooperatives by answering inquiries and giving information related to Cooperative business and job duties.

RESPONSIBILITIES:

- * Answer and respond to standby calls.
- * Maintains electric service by working outages, checking voltages performing maintenance work when required, and accurately completing all paperwork required.
- * Provides service and assistance to all members. Handles different kinds of service orders.
- * Investigates and reports to Operations Manager accidents involving those under his/her supervision..
- * Participates in the development of work programs required for construction, routine planned service, maintenance and operation of distribution lines and related equipment. Performs tailgate conferences.
- * Ensures all tools, equipment and vehicles are properly cared for; makes recommendations on replacement or purchase.
- * Recommends training programs and trains personnel under his/her supervision and determines when personnel are deemed qualified.
- * Observes the performance of any line crew members working with him/her to ensure they are following an effective work procedure and are observing safe work practices.
- * Ensures that work locations are left in a neat and safe condition.
- * Helps others by performing other related duties as may be requested.
- * Maintains a safe working environment by adhering to policies, procedures and regulations set forth by the cooperative and RUS.
- * Serves members/customers and fellow employees by providing service requested, answering questions and offering assistance.

POSITION REQUIREMENTS:

Education:

High school diploma or equivalent required. Must have completed a Certified Apprentice Lineman program. Job Training and Safety classes helpful.

Experience:

Must be a qualified journeyman lineworker. Must possess the ability to trouble shoot. Some supervisory experience helpful.

Attitude:

Must believe in, be sympathetic with, and be interested in furthering the public understanding and acceptance of the Cooperative's objectives. Must be willing to work with all Cooperative employees in the best interest of the Cooperative, and to accept change in work program and patterns to keep pace with the changing times. Must be customer service oriented at all times.

Personal Characteristics:

The highest degree of integrity, honesty, pleasant disposition, and extreme tact are essential. Must be able to handle numerous assignments simultaneously without becoming distressed. Must be dependable.

Knowledge:

Must possess knowledge of the electric distribution system, substations, line construction and maintenance, safety practices, and vehicles used for line construction. Must be able to read and understand job orders and specifications set by RUS. Good math and trouble shooting skills needed.

Abilities and Skills:

Must have a demonstrated ability to effectively exercise supervisory authority, with requisite interpersonal skills.

Must be able to communicate with employees at all levels of the Cooperative and the public. Must be able to answer routine questions regarding line construction and maintenance and safety practices.

Must be able to furnish effective leadership, maintain harmony, and command the respect of co-workers, and foresee problem situations as they arise.

Must maintain working knowledge of direction of line feeds, locations of reclosing and switching devices within the coops system.

Must be able to work a minimum of eight hours a day, five days a week. Must be able to

work outside of these regular hours due to emergencies. Subject to call-out 24 hours a day.

Must be able to work independently and assume responsibility.

Must be able to work under pressure, perform several tasks simultaneously without becoming distressed and plan and organize work.

Must be able to perform pole and bucket truck rescue, CPR, and first aid.

Must have a valid North Dakota commercial driver's license.

ENVIRONMENTAL CONDITIONS:

Work is performed predominately outdoors with dangers of injury or death by electrical contact and falling. Work is sometimes done in extreme heat or cold, dust, dirt, fumes, chemicals, lightning, rain, and snow. Work is performed on all types of surfaces. Some driving is required.

RESIDENCY:

Must reside within the thirty minutes of CEC's service area unless otherwise authorized by CEO.

PHYSICAL REQUIREMENTS:

Must possess visual acuity and manual dexterity as well as the ability to listen and communicate orally.

- * Constantly listens and communicates orally with employees, members, visitors, etc.
- * Frequently stands, walks, stoops, and lifts up to 150 pounds while loading material on the truck or giving it to men in the bucket while performing job duties.
- * Occasionally sits, climbs up to 100 feet on ladders, poles, or incline, kneels, pushes, and pulls poles and wire.
- * Occasionally carries up to 100 pounds, transformers, wires, poles, and other materials.
- * Occasionally operates equipment such as a forklift, bucket and digger trucks and normal office machines such as phone.

This position description is not intended to be all-inclusive. An employee will also perform other

reasonably related business duties as assigned by immediate supervisor and other management as required.

CEC reserves the right to revise or change the job responsibilities as the need arises. This job description does not constitute a written or implied contract of employment.