



Duncan Valley Electric Cooperative, Inc.
379597 AZ 75
PO Box 440
Duncan Arizona 85534
(928) 359-2503

Job Title: **Apprentice Lineman**

Department: **Operations**

I. Position Function Summary:

Under the direction of a Supervisor or Journeyman Lineman, the Apprentice Lineman engages in an apprentice program in order to acquire the skills of a Journeyman Lineman.

II. Principal Accountabilities and Responsibilities:

1. Assists linemen in the construction, replacement and maintenance of electric distribution lines, structures and equipment.
2. Patrols the line and checks for defective materials, equipment or unsafe conditions and notifies foremen or supervisor of problem areas.
3. Records and accounts for all time, mileage and materials on the proper forms used in performing duties of the job.
4. Helps load and unload poles, transformers and other items and helps check material in and out of the warehouse.
5. Connects and disconnects meters as directed by service orders, supervisor or office personnel.
6. Trims with pruning sticks and cuts trees as required.
7. Operates specialized equipment used in electric line construction, maintenance, and replacement including hole digging machines, derricks used in setting and removing poles, air compressors, and other equipment mounted on digger trucks.
8. Complies with, while operating any vehicle assigned, all traffic laws, safety rules, regulations and practices, looking out for the safety of others, the vehicle, its occupants and load.
9. Sees that trucks, tools and assigned equipment are properly used, kept in good working order, and performs minor maintenance.
10. Learns and complies with all safety policies, rules and regulations, including the use of safety and protective equipment.
11. Understands considerable hazards that exist, including falls, electric shock, electric flash, automobile traffic, and falling objects.
12. Performs other duties and special assignments as requested from time to time.

III. Position Specifications:

This position is non-exempt under the provisions of the Fair Labor Standards Act and is subject to the cooperative's policies and procedures pertaining to overtime hours and premium pay.

1. Must be high school graduate or equivalent.
2. Must provide a residential or cellular telephone contact number to be able to respond to emergency situations and to provide safe and reliable service to members.
3. Must live within 45 minute drive time of the office to respond to power outages, customer problems and troubleshooting to restore power in a timely manner.
4. Must be able to operate a motor vehicle and possess a valid driver's license, and must have and maintain an insurable driving record.
5. Must be able to meet and deal tactfully and courteously with associates, members, potential members and the public.
6. Must be able to work in various types of weather with irregular hours and some overtime required.
7. Must be able to effectively read and follow operations and safety manuals.
8. Must be able to follow directions and work with other journeyman, apprentice lineman, warehouse personnel, and other staff as assigned.
9. Must possess visual acuity and manual dexterity.
10. Must be able to frequently bend, stoop, and squat, and to occasionally lift up to 50 pounds.
11. Must be able to listen and communicate orally.