



## **Lead Lineman**

### **Job Description**

**This position reports to the Public Works & Utilities Director.**

#### **Scope of work**

- ◆ Provide the citizens of the community with all the services offered by the City. Provide these services using the most efficient and effective means available, ensuring the responsible and proper use of taxes and revenues collected.
- ◆ Follow all local, state and federal guidelines and laws for the safety of City employees and citizens
- ◆ Maintain an open and good working relationship with co-workers, supervisors and citizens of the City. Maintain good communications with all.

#### **Responsibilities and duties**

- ◆ Operation of the Electric Department in absence of the Director
- ◆ Ensure safety of others in and around the job site
- ◆ Completion of work assignments
- ◆ Inventory and request procurement of materials and equipment used and needed for the department to function properly
- ◆ Perform general maintenance and cleaning of equipment, tools and vehicles assigned to the department
- ◆ Keep departmental vehicles stocked at all times with necessary tools, materials and equipment needed to perform duties
- ◆ Patrolling of power lines
- ◆ Maintain electric meters and test for replacement
- ◆ Complete GA 811 locate requests; mark all underground power facilities and wires
- ◆ Operate and maintain switches, breakers and other line equipment
- ◆ Maintain right-of-way for the utility
- ◆ Report changes in lines or operation procedures to correct maps and manuals
- ◆ Keep log of all power outages
- ◆ Follow all safety procedures and policies
- ◆ Report any unsafe conditions
- ◆ Assist in monthly meter reading
- ◆ Perform cut-offs, reconnects, connects and other work orders
- ◆ Installation of new electric services (underground and overhead) and maintain existing services
- ◆ Respond to after-hour calls when needed
- ◆ Any other duties as deemed necessary by the Director



## **Requirements**

- ◆ Possess and maintain a valid/legal driver's license of class and endorsements required (minimum requirement - CDL Class B)
- ◆ High school diploma or equivalent
- ◆ Physically able to walk long distances over uneven/rough terrain carrying heavy loads
- ◆ Receive training and pass competency testing as required
- ◆ Receive and maintain certifications needed to operate the City's electrical system (substation certifications, 811 Utilities Locator, competent person-trenching, erosion control, and any others required by federal, state or local laws and regulations)
- ◆ Ability to safely operate any and all equipment required to perform job duties

***This is a general description for Lineman. The City of Grantville has a small staff and all personnel are required to cross-train and assist other departments as deemed necessary by the Director. Some job positions include duties in multiple departments.***