

TALLAHATCHIE VALLEY ELECTRIC POWER ASSOCIATION
JOB DESCRIPTION

Title:	Apprentice Lineman I	Reviewed:	March 2024
Number:		Exempt Status:	Non-Exempt
EEO-1	49-9051	Reports To:	Line Forman
EEO-1 Class	6A Craft Workers	Supervises:	None

JOB PURPOSE

This position is the basic entry level for the Lineman Training Program for the construction, maintenance, and operation of overhead and underground distribution lines.

DUTIES AND RESPONSIBILITIES

Primary Functions:

- Learn common tools and materials used in construction of distribution lines.
- Learn how to identify hot legs of secondary, check voltage, and install meters.
- Gain experience in the use of equipment such as line trucks, trenchers, forklifts.
- Load and unload material, poles, and transformers.
- Gain an understanding of the hazardous conditions and duties of the job.
- Learn and apply proper use of PPE.
- Assist lineman with necessary tasks from the ground.
- Climbing of poles for various tasks on de-energized structures.
- Assist in framing of poles with supervision.
- Make de-energized connects on meter poles for services.
- Perform various tasks from the ground for setting and installing poles and anchors.

Secondary Functions:

- Responsible for keeping vehicles orderly and clean.
- Gain experience operating tools such as chainsaws, extend sticks, drills, shovels, etc.
- Utilize radio for communications.
- Perform any other duties assigned in order to fulfill the objectives of the Association.

Functions performed by all TVEPA Employees: Keeps informed and complies with all TVEPA policies, procedures, and rules. Participates in Job Safety and Training. Complies with all TVEPA safety rules and regulations. Exercises reasonable care in the use and security of all TVEPA assets. Makes every effort to serve all members courteously and efficiently, to respond to their inquiries, satisfy their complaints and if unable to do so, refer them to the proper persons. Makes every effort at all times to do all possible to develop members' support. Keeps supervisor informed of all activities and advising of unusual situations or problems that arise. Cooperates with all employees in maintaining good relationships and high morale, exchanges ideas, information, and job experiences.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all duties and responsibilities of personnel so classified.

EXTERNAL RELATIONSHIPS

Maintain good relationships in all contacts with the general public. Establishes effective working relationships, provides information, assistance, coordination, advice, and other positive communication that best represent the business needs of the Association with the following:

- **Members-Consumers:** Responds to inquiries, provides advice and assistance, and promotes Association programs, policies, plans and service.
- **General Public and Community:** Maintains good relationships in all contacts with the general public and community. Presents a friendly, positive, and professional image for the Association.

JOB SPECIFICATIONS

- **Education and Accreditation(s):** High school diploma or equivalent required. Successful completion of an approved lineman training program or equivalent.
- **Experience:** Approved lineman training program. Otherwise, to be gained on the job.
- **Knowledge:** Basic employee safety and general understanding of electrical work.
- **Abilities/Skills:** Basic experience climbing poles, using voltmeter, ability to work with hands.
- **Driving:** Must possess a valid Mississippi Class A commercial driver's license.
- **Equipment (including Safety/PPE):** Shovel, tamp, various hand tools, driving line trucks and bucket trucks. Association's standard PPE: hard hat, safety glasses, ear plugs, safety reflective vest, FR Clothing, safety toe shoes, work gloves, rubber gloves, fall arrest, fall arrest harness and climbing belt (as required for assigned duties).
- **Physical Demands:** Must be able to perform the activities listed in the position description. Position requires long hours in various conditions while working, climbing, walking, stooping, or standing often in awkward positions. Physical exertion is required by pulling, pushing, or carrying material and equipment of up to 100lbs.
- **Work Environment:** Outside work in all kinds of weather will be required. Often involves irregular and long hours including nights, weekends, and holidays. On call rotation is required and must be available during emergency conditions.

After an offer of employment has been made the Association requires a physical which will include both alcohol and drug testing.