

**MERCED IRRIGATION DISTRICT
LEAD LINEWORKER FOREPERSON**

FLSA STATUS – Non-Exempt

Bargaining Unit – IBEW, Local 1245

Classification Level – Per IBEW Wage Schedule

DEFINITION

Under general direction, plan, lead, supervise, and participate in the activities of department personnel in the proper installation and maintenance of overhead and underground electric transmission and distribution systems and all associated equipment. The class of Lineworker Lead Foreman is distinguished from the class of Lineworker/Lineworker Foreman in that it is a top-lead position and is directly responsible for the action and performance of all crews supervised. The Lineman Foreman is expected to possess thorough technical and working knowledge of construction and maintenance procedures utilized on electric distribution and transmission systems including components, devices and functions, as well as rules, regulations and safety practices.

ESSENTIAL FUNCTIONS OF THE POSITION

- Monitor, direct workflow and participate in all duties of the Lineworker Foreman class position.
- Plan the work of several line-crews, conduct tailgate safety briefings, make arrangement for material, maintain all records such as material and time, arrange for clearances and verify switching programs.
- Promote safety practices and maintain good housekeeping (i.e. general cleanliness of worksites, vehicles and equipment) and assure that proper tools are available and in working order.
- Trains and instructs Lineworkers in proper methods and procedures and assures that District and Department policies are implemented.
- Regular project status reporting and communication both orally and in writing.
- Perform a variety of skilled tasks associated with the construction, maintenance, and repair of electrical distribution/transmission lines including digging holes, setting poles, installing pole cross arms and fixtures, stringing wire, installing transformers and meter equipment and installing and terminating underground cables and associated hardware.
- Respond to service calls concerning power outages and electrical problems; investigate complaints, arrange for planned outages, and identify locations of underground facilities.
- Perform regular testing of equipment and machinery to maintain quality assurance and high performance.
- Supervise the use of and operate line truck, bucket truck, backhoe, trencher, hydraulic digger derrick, pole auger and other equipment needed for maintaining and repairing electrical distribution/transmission lines.
- Estimate time, materials, and equipment required for job assigned; requisition materials as required.
- Control of inventory.
- Perform related duties and responsibilities as required.

HEAVY CREW FOREMAN

KNOWLEDGE AND ABILITIES

Knowledge of:

- Knowledge of electric utility operations, services and activities of a comprehensive electrical distribution program, including electrical principles, methods, materials, tools and equipment used in the installation and maintenance of transmission and distribution systems.
- Principles, methods, tools and equipment used in the installation and maintenance of poles, towers, substructures, conductors, cables, transformers, regulators, capacitors, services, meters, lighting fixtures and all associated equipment.
- Safe handling of traffic in a construction zone. Basic electrical and mechanical theory.
- Principles and procedures of record keeping and report preparation;
- Terminology and mathematics associated with department functions.
- California General Orders 95 and 128, applicable OSHA regulations, NEC and District rules.
- Knowledge of electric utility
- Basic principles and procedures of record keeping.
- Methods and techniques of report preparation.
- Occupational hazards and standard safety practices.
- Pertinent Federal, State and Local laws, codes and regulations.
- District policies, guidelines and procedures.

Ability to:

- Observe safety rules.
- Work at heights, work in adverse climatic conditions.
- Use tools and equipment effectively;
- Work as a crew member or alone;
- Work cooperatively with public and fellow employees.
- Work proficiently with hot line tools, i.e. sticks, under energized conditions on overhead and underground systems.
- Work in confined spaces with energized high-voltage equipment.
- Read and interpret plans
- Follows oral and written instructions.
- Supervise, train and coach the work of others.
- Plan, organize, and direct the work of several crews.
- Lead and train crew members.
- Delegate authority and responsibility as needed.
- Interpret, explain, and enforce departmental policies and procedures.
- Perform skilled construction, maintenance, and repair tasks related to electrical distribution/transmission lines.
- Operate a variety of vehicular and stationary mechanical equipment in a safe and effective manner, including but not limited to; linetrucks, bucket trucks, forklift.
- Interpret and apply Federal, State and local policies, laws and regulations.
- Follow all applicable safety rules and regulations of the Merced Irrigation District
- Work independently in the absence of supervision.
- Understand and follow oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.
- Work proficiently with hotline tools (i.e. sticks) or insulated gloves for hotline work, under energized conditions on both overhead and underground systems.

HEAVY CREW FOREMAN

- Operate office equipment such as; computer terminals, copy machines and fax machines
- Keep time and material records.
- Establish and maintain a cooperative working relationship with those contacted in the course of work.

SPECIAL REQUIREMENTS:

- Possession of, or ability to obtain prior to appointment, a valid Class A Drivers License issued by the California Department of Motor Vehicles.
- A Department of Motor Vehicles "Driver Record Information" print-out will be required at time of hire and throughout employment. Must be enrolled in District's DMV pull-notice program.
- Possession of, or ability to obtain, an appropriate, valid C.P.R. Certificate.
- Possession of, or ability to obtain, an appropriate, valid First Aid Certificate.
- Possession of, or ability to obtain, an appropriate, valid Journeyman Lineman Certificate.
- Possession of, or ability to obtain Rubber Glove Certification to receive additional rubber glove pay.._

MINIMUM QUALIFICATIONS

EDUCATION

Any combination of training that provides the required knowledge, skills, and abilities is qualifying; typical education would include a high school diploma.

Experience:

Five (5) years of relevant experience as a Journey Lineworker or equivalent.

Successful completion of the following training:

- Certification of Hazardous Waste Operations and Emergency Response (HAZWOPER) 29 CFR 1910.120 (40 hours).
- Forklift certification.
- Eight (8) hours Department of Transportation manifesting and labeling training.
- Control of Hazardous Energy.
- Eight (8) hours of annual HAZWOPER refresher training in compliance with mandated regulations.
- Annual cardiac pulmonary resuscitation and first aid training and certification.
- May be required to obtain qualified worker certification for underground locators as defined by the State of California.

TYPICAL PHYSICAL ACTIVITIES:

- Travels frequently by motor vehicle in the conduct of District business.
- Communicates orally with District employees and the public in face-to-face, one-on-one and group settings.
- Working at heights, confined spaces and with live electricity.
- Regularly uses a telephone and radio for communication.
- Uses office equipment such as computer terminal, copiers and FAX.
- May sit or walk for extended periods of time.
- May walk in uneven terrain, in an outdoor environment, in varied weather conditions in the conduct of District business.
- Operates District vehicles and heavy equipment used in construction, maintenance, and repair work.
- Must be able to push, pull, reach, and lift equipment and parts weighing up to 50 pounds.
- Stoops, kneels, crouches, crawls, and climbs during field maintenance and repair work.

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- Works in an environment with exposure to dust, dirt, and/or weed abatement chemicals, and significant temperature changes between heat and cold.
- Communicates orally with District staff in face-to-face, one-to-one settings.
- Hearing and vision within normal limits with coordination sufficient to maintain good awareness during maintenance and construction jobs.
- Climbing ladders, bending, stooping or kneeling for extended periods of time.

Sitting: Remains in a seated position for up to eight (8) hours per day.

Standing: Remains in a standing position for up to eight (8) hours per day.

Hands/Arms: Operates vehicles and equipment for up to eight (8) hours per day

Lifting: Raises and lowers supplies and equipment up to twenty-five (25) pounds.

Stooping: Bends body downward and forward by bending at the knees or waist

Talking: Expresses ideas and shares information by means of spoken work in person and by telephone.

Hearing: Hears well enough to receive communications in person and by telephone.

Vision: Operates vehicles and office equipment.

ENVIRONMENTAL FACTORS:

- Exposure to the sun: 90% or less work time spent outside a building and exposed to the sun.
- Most work performed in an outside environment with exposure to dust, dirt and significant temperature changes between heat and cold.

ESSENTIAL MENTAL ABILITIES:

- Exercise independent judgment.
- Self-directing and organized.
- Reason objectively.
- Assess, project and plan work activities on a daily and weekly basis.
- Document concisely, accurately and timely.