



Town of Julesburg

100 West 2nd Street

Julesburg, CO 80737-1506

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ELECTRICAL DISTRIBUTION WORKER JOB DUTIES and RESPONSIBILITIES

Opening Date: Dec. 17, 2018

Closing Date: Open until filled

Starting Wage: DOQ

Salary Maintenance Worker

General Statement of Duties: This is an entry level position which performs a variety of preventative maintenance and repairs of Town public infrastructures and property related to electrical distribution systems. Must be able to work varying schedules, including on call as needed and required by supervisor. Some overtime will be occasionally required and will be assigned as necessary. This position must work well independently as well as with teams while providing excellent and respectful customer service and must possess human relation skills which support the Town of Julesburg's mission and values.

Supervision Received: This position receives general supervision from the Town Manager and the head crew leader.

Education and Training: High School completion or equivalent. The Town will train in house and will have some lineman work books and special training courses.

Special Requirements: Possession of a valid Colorado driver's license with safe driving record. Ability to obtain commercial driver's license (CDL) B Class within six (6) months of being hired. Must pass drug screening and do a physical for employment and throughout employment.

Examples of Essential Responsibilities and Duties: The following examples are intended to be illustrative only and are not to be all inclusive.

*Frequently constructs overhead and underground electrical lines which includes, but is not limited to digging holes for poles and anchor holes, framing poles, setting poles and anchors, stringing, sagging and connecting conductors, installing pad mount gear and underground conductors and related tasks of new construction on energized and de-energized lines.

- *Install, remove and maintain all types of electric line equipment and apparatus as required and directed.
- *Frequently performs various duties related to customer service including reading of electric and water meters, making service changes, troubleshooting service outages, disconnecting and connecting services, voltage testing and locating underground lines.
- *Frequently maintain both overhead and underground electric systems by replacing damaged transformers, breakers, regulators, conductors, insulators, poles, switch gear and related equipment on energized and de-energized lines.
- *Performs related duties to line construction that includes accounting for materials used, stoking trucks, loading and unloading materials and inspecting distribution and transmission lines for necessary maintenance.
- *Periodically serves “on call”.
- *Drives and operates a line truck with various types of equipment, attachments such as hydraulic derrick, fault locator and bucket truck.
- *Recommends measures to improve construction and maintenance methods, equipment performance and quality of products used.
- *Suggest changes in working conditions and use of equipment to increase efficiency.
- *Performs switching operations on the utility’s electric system as well as transmission switching for Western Area Power Association (WAPA) as requested.
- *Submits all required paperwork as needed to comply with the Town’s policies and regulations.
- * Replaces burned out street lights, starts and photo electric cells.
- *Trim trees.
- *Attends departments’ safety meetings and follows safe practices.
- *Inspect vehicles and equipment and performs minor maintenance.
- *Responds to after-hours calls for service as available.
- *Maintain daily work logs.
- *Assists all other departments in all or major projects as necessary.
- *Establishes and maintains effective working relationships with co-workers, supervisor(s) and the public.

*Performs other duties and responsibilities as assigned.

Required Knowledge, Skills, & Abilities:

- Knowledge of tools, mechanical equipment used in construction, repair and maintenance.
- Operation of two-way radio.
- Maintain records; follow laws, safe and lawful operation of motor vehicles.
- Operate a variety of equipment.
- Perform heavy manual labor.
- Perform on-call duties as required.
- Walk or remain standing for long periods.
- Read and interpret basic maps and blueprints as required.
- Work independently in the absence of supervision when necessary.