



CLASSIFICATION TITLE: General Crew Lead	JOB NUMBER: 2016	AFFILIATION: Affiliated (IBEW)
REPORTS TO: Power Operations Manager	PAY GRADE: N/A	FLSA STATUS: Non-Exempt

GENERAL SUMMARY

Under the direction of the Power Operations Manager or designee, assists in meeting operation's business goals and objectives. Provides technical assistance to the department and direction for line crews and Service Crew Leads in the electrical service area. Actively supports the safety program, deploy and support line crews and Service Crew Leads, arrange equipment, and interface with customers as needed or requested. This position is an active lineworker and subject to 24-hour callout for emergency situations.

ESSENTIAL JOB FUNCTIONS

Duties listed are representative of the types of tasks and functions performed by positions of this class of work. Percentage of time and rank of importance of duties are not listed since both will vary by position and work location. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Obtain permissions, including permits and ensuring authorities, and solve problems on behalf of the line crew.
- Keep projects on schedule. Communicate changes to Power Operations Manager.
- Organize and arrange equipment needed in support of the line crews and Service Crew Leads. Coordinates work with the Dispatcher, other departments and other agencies. Contacts customers and contractors to arrange schedules.
- Actively works with line crews, Service Crew Leads and Dispatchers to assess work practices and procedures.
- Assists line crews and Service Crew Leads in obtaining equipment, personnel, and other support as the line crews and Service Crew Leads monitor and maintain their assigned geographic area.
- Assists Power Operations Manager in developing and implementing strategic work plan objectives in line with budget.
- Maintains expense and time records and completes other related documentation of ongoing and completed work.
- Demonstrates job interest, dedication and willingness to extend oneself to complete assigned tasks. Introduces new concepts and ideas to improve processes and procedures and actively work to implement improvements.
- Collaborate with crews, warehouse, and facilities to help with the inventory process.

- Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES

Identify specific and realistic knowledge, skills and abilities necessary to competently perform this job.

Knowledge of:

- Applicable Federal, State and local laws, rules, codes, and regulations related to assigned activities.
- Modern office practices, methods, procedures, and equipment.
- Record-keeping principals, procedures, and techniques.
- Applicable health and safety policy, procedures, and practices.
- Safe practices pertaining to the work from buckets and climbing poles with high voltage energized lines.
- City of Richland's electrical standards for line construction.
- O.S.H.A., W.A.C., N.E.S.C., and W.I.S.H.A. regulations.
- Practices methods, tools, and materials used in the electrical utility construction, maintenance, and repair work.
- Policies and procedures involved in the maintenance and construction of electrical transmission and distribution systems.

Skills and abilities to:

- Learn, read, interpret, apply and explain rules, regulations, policies, and procedures.
- Follow oral and written instructions. Follow health and safety regulations.
- Observe legal and defensive driving practices.
- Communicate effectively both orally and in writing; comprehend and use English effectively including producing all forms of communications in a clear, concise and understandable manner to intended audiences.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; work independently with little or no direction, set priorities, and meet deadlines.
- Use tact, initiative, prudence and judgement within general policy and procedural guidelines.
- Establish, maintain and foster positive and effective working relationships with those contacted in the course of work.
- Operate a variety of modern office equipment and personal computers in a Windows-based computing environment using standard or customized software application programs appropriate to assigned activities.
- Provide continuous effort to improve operations, and work cooperatively and jointly to provide quality customer service.

- Operate and use assigned hand and power tools, and equipment used in electrical systems construction and maintenance.
- Operate, adjust, and service specialized equipment used in the basic trade.

EDUCATION AND EXPERIENCE REQUIREMENTS

- High school diploma or equivalent.
- Five (5) years of experience as a Journey Lineworker with at least two (2) years at the City of Richland.

LICENSES, CERTIFICATIONS AND OTHER REQUIREMENTS

- Valid Journey Lineworker certification upon hire date and maintain throughout employment.
- Valid driver's license with unrestricted Class "A" CDL upon hire date and maintain throughout employment.
- First Aid Card, CPR Certification and Flagging Card upon hire date and maintain throughout employment.

WORKING CONDITIONS:

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of the job. The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Environment:

- Typically performed in the field, which requires travel daily from site-to-site and checking on construction.
- The position involves work outdoors on a year-round basis and is subject to extreme weather conditions.
- This position requires work in construction sites, which may be dirty and strewn with construction debris.
- The noise level in the work environment is moderate to loud.
- May be exposed to moving mechanical parts and vehicles within a construction site.
- Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies/procedures.

Physical Demands:



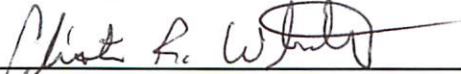
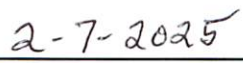

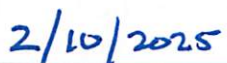
- Must be able to regularly and punctually attend work at the office or other assigned locations.
- Operate a motorized vehicle, which may include inclement weather conditions.
- Operate standard equipment for assigned tasks.
- Ability to sit, stand, walk, bend, reach with arms and hands, kneel and stretch, occasionally crawling in tight spaces, as well as the ability to climb ladders and stairs, and ride on platform hoists.
- Ability to lift, push, carry, and pull materials and objects weighing up to 80 lbs. on occasion using proper lifting techniques.
- Manual dexterity of hands and fingers to include grasping and reaching.
- Good vision to read print and a computer screen.
- Ability to hear and speak to communicate in person and over the telephone.

Selection Guidelines:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job classification does not constitute an employment agreement between the City of Richland and any employee and is subject to change by the City as the needs of the City and requirements of the job change.

Authorization (for archive):

	
Human Resources Director	Date
	
Department Head	Date
	
City Manager or Authorized Designee	Date