

Coleman County Electric Cooperative, Inc.
Groundman/Equipment Operator
Position Description

GENERAL DESCRIPTION: To furnish essential ground service and assistance to the line personnel in the construction, maintenance and operation of the electric system which will, through maximum competence in job performance and teamwork, be instrumental in providing the members with the best possible electric service at the lowest feasible cost and encourage and help maintain a high standard of morale among employees by assisting in the creation and maintenance of team spirit, cooperation and enthusiasm throughout the Cooperative. Provide the Cooperative with safe and legal operation of the line trucks necessary to transport employees and materials and to provide underground trenching. Provide the knowledge and service that will assure the Cooperative of adequate custody and maximum utilization of assigned truck, trailers, tools and related equipment.

REPORTS TO: Line Foreman and Line Superintendent

ENVIRONMENT: The work is subject to outside environmental conditions, those being both extreme heat and extreme cold at times, with no effective protection from the weather. The work includes exposure to oils, chemicals, vibration, loud noises and other hazards relative to the construction, operation and maintenance of the Cooperative.

EXTERNAL CONTACTS: Effectively interact with other cooperative personnel, cooperative members and general public. Maintain good member relations through courteous action and respect of rights and property.

INTERNAL CONTACTS: Supervisor – for direct supervision and Lead Line Worker – for direction on the job site.

DUTIES AND RESPONSIBILITIES:

Is proficient in and performs as required the following activities:

- a. Familiar with and can safely operate any Cooperative-owned line truck, underground trencher and related equipment
- b. Drives, operates and maintains assigned line truck and digger
- c. Inspects truck and trailer for proper and safe loading and binding prior to driving or operating
- d. Continually inspects truck, digger and related equipment for mechanical defects and/or unsafe conditions

- e. Performs minor road or field maintenance or repairs on assigned vehicles and related equipment
- f. Knows and adheres to capacity and limitations of assigned truck and equipment
- g. Ties knots, rigs block's and makes up hand lines
- h. Properly places and lashes down all work equipment before hauling to work site
- i. Operates line trucks for installation or removal of poles. Frames poles on the ground per specifications
- j. Operates trencher for installation of underground cable
- k. Familiar with and adheres to highway laws, regulation signs and courtesies
- l. Familiar with and can use state highway maps and electric system maps of the Cooperative
- m. Replaces or sees that all Cooperative tools, equipment and unused materials are replaced on line truck at completion of job or day's work
- n. Performs scheduled replacement of truck inventory
- o. Operates two-way radio according to proper procedures
- p. Serves on-call duty on a rotation basis
- q. Performs other duties as assigned
- r. Majority of work is outside. May be exposed to extreme weather conditions and must be able to work day and/or night. Must reside within 30 miles of assigned office
- s. Must have the ability to effectively utilize a two-way radio in executing the position's duties
- t. Must acquire and maintain a valid Texas commercial driver's license and operate a motorized vehicle without the assistance of another employee
- u. Must be able to follow verbal and written instructions

ESSENTIAL FUNCTIONS:

- a. Operates vehicles, heavy equipment, line truck, underground trencher and associated equipment safely and proficiently, according to operating procedures
- b. Continuously inspects vehicles and equipment for mechanical defects and unsafe conditions. Maintains equipment as necessary
- c. Knows the name and use of materials and tools used in the construction and maintenance of transmission and distribution lines

Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.

PHYSICAL DEMANDS:

Work may be varied in the course of the day. A person in any position on an outside construction or maintenance crew must have the following qualifications.

- A. Must be able to work eight hours a day, five days a week.
- B. Must be able to work outside of these regular hours due to scheduled maintenance, oil spills, damage repairs, etc.
- C. Must possess manual dexterity and visual acuity, as well as, the ability to constantly listen and communicate orally.
- D. Must be able to frequently sit, bend, stoop, squat, lift and carry up to 40 pounds, push and/or pull, reach above shoulder level, climb, balance, kneel, crouch and twist.
- E. Must be able to occasionally lift between 75 – 100 pounds, to occasionally crouch and work in awkward positions and/or enclosed spaces.
- F. Must be able to use heavy machines and equipment, power and hand tools in field operations to include pole climbing gear, hydraulic tamps, power line conductors, secondary wires and volt/ohm meters.
- G. Visual Acuity, hearing, speaking: Must be able to communicate clearly and accurately for work and safety compliance in a hot line work environment. Visual color discrimination is required to differentiate wire and part colors.
- H. Occasionally kneel and crouch in certain underground installations and pole framing on the ground.
- I. May be required to walk in uneven or poor terrain (road ditches, right-of-way, underbrush) during poor weather conditions (mud, snow, poor lighting) carrying a minimum of 50 pounds.
- J. Must be able to read and write, to include reading and interpreting work orders and technical manuals.
- K. Frequently sits in a vehicle to drive and/or ride to various sites.

Activities include frequent use of hand-eye coordination to operate power hand tools and occasionally electronic test equipment. This list is not intended to be all-inclusive. An employee will also perform other reasonably related business duties as assigned by immediate supervisor and/or other management as required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work performed involves frequently working from a bucket, lifting and pulling cable, digging with a shovel and other hand tools, frequently pulling cable and rope and climbing poles.

EDUCATION/EXPERIENCE REQUIRED, CERTIFICATE AND/OR LICENSES:

- High School diploma or equivalent.
- Line construction experience desirable.