

ASSISTANT LINE SUPERVISOR

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for assigning work and procedures to be followed in the installation and maintenance of underground and overhead electrical power lines. The work is performed under the general supervision of the Line Supervisor, with leeway allowed for the use of independent judgement. Acts as lead worker over Lineworkers, Lineworker Apprentices, Meter Repairpersons and Laborers. Does related work as required.

TYPICAL WORK ACTIVITIES:

Directs work force in procedures to be followed on each job;
Assigns work to subordinates based on their skills;
Supervises work assignments as determined by Line Supervisor;
Maintains inventory of poles, transformers, cable, etc.;
Checks tools and equipment for proper operation;
Prepares time sheets and work records;
Assists Line Supervisor in planning and scheduling;
Performs Lineworker duties as necessary;
Explains department activities to customers and general public;
Assists contractors and homeowners in determining electrical line needs.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of electrical distribution systems;
Thorough knowledge of safety practices used when working with electrical lines and equipment;
Thorough knowledge of electrical maintenance and repair techniques;
Good knowledge of the theory and principles of electricity;
Good knowledge of the tools, instruments and terminology used in the electrical trade;
Ability to layout work as well as review while in progress and upon completion;
Ability to communicate effectively both orally and in writing;
Ability to establish good working relationships;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of an equivalency diploma and 2 years of experience as a journeyman Lineworker.

SPECIAL REQUIREMENTS AT TIME OF APPOINTMENT:

- 1) Completion of a Lineworker Apprentice Training Program.
- 2) Possession of the appropriate level Commercial Driver's License (CDL).

R800 6/22/00

COMPETITIVE