



Line Crew Supervisor

Electric

JOB SUMMARY

Supervises and participates in the work of a line crew engaged in the installation, repair and maintenance of the city's electric utility system.

MAJOR DUTIES

- Checks materials, equipment and personnel requirements in preparation for each job; conducts pre-job and safety meetings with crew.
- Reads and interprets construction plans and schematics; prioritizes work assignments.
- Reviews and analyzes jobs with supervisor to determine the safest and most efficient method to be used in completing assignments.
- Supervises the work of line crew personnel to ensure compliance with prescribed operations and safety policies and procedures; supervises the maintenance, installation and repair of underground and overhead power distribution lines, service lines, transformers, meters, meter equipment, and related equipment.
- Contacts electric operation center to request hot line tags, hold tags, switching orders, etc. and to report incidents and accidents.
- Drives and operates a bucket and digger derrick truck to install transformers, poles, and guy rods.
- Operates trenchers, jack hammers, air compressors, hand tools, grounding cables, climbing gear, blocks, ropes, metering devices, capacitors, breakers and re-closers.
- Responds to after-hours emergencies.
- Works on energized electrical power lines in a variety of weather conditions.
- Works at heights greater than ten feet to install equipment or connectors; climbs poles and ladders.
- Analyzes voltage recordings, charts, and electric trouble reports to make recommendations on replacing or upgrading transformers, services or related equipment.
- Installs high-voltage connections, transformers and switches in vaults; secures equipment, cables and various service lines, power poles, meters and metering devices.
- Establishes and maintains electric line clearances with other utilities.
- Installs personal protective grounds during abnormal conditions.
- Uses common hand tools to construct and maintain overhead and underground power lines.
- Assists in constructing and wiring electrical high-voltage substations.
- Reviews time sheets and material work order sheets.
- Trims trees around energized electrical power lines.
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of the construction and maintenance of overhead and underground electric utilities.
- Knowledge of the installation of electrical conduit cables, wires, switches, pole line equipment, and substation equipment.
- Knowledge of safety precautions involved in working on and in proximity to energized lines.
- Knowledge of electric code requirements.
- Skill in organizing and directing the activities of technical personnel.
- Skill in performing electric system maintenance and repair activities, including climbing poles and working at heights.
- Skill in organizing and participating in outage restoration activities.
- Skill in management and supervision.
- Skill in oral and written communication.

SUPERVISORY CONTROLS

The Electric Superintendent assigns work in terms of crew goals and objectives. The supervisor reviews work through conferences, reports, and observation of crew activities.

GUIDELINES

Guidelines include the American Public Power Association safety manual, the ITS Red Book, the ECG specification book, the National Electric Code, locate tickets, state and local laws, and the hazardous materials handbook. These guidelines require judgment, selection and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied supervisory and electric system construction, repair and maintenance duties. Inclement weather contributes to the complexity of the position.
- The purpose of this position is to supervise and participate in the work of a crew of personnel engaged in the construction, repair and maintenance of the electric utility. Success in this position contributes to the efficiency and effectiveness of system operations.

CONTACTS

- Contacts are typically with co-workers, other city employees, vendors, contractors, representatives of other public utilities, and members of the general public.
- Contacts are typically to provide services, to give or exchange information, to resolve problems, or to motivate or influence persons.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting, standing, walking, bending, crouching or stooping. The employee occasionally lifts light and heavy objects, uses tools or equipment requiring a high degree of dexterity, distinguishes between shades of color, and utilizes the sense of smell.
- The work is typically performed in an office and outdoors, occasionally in cold or inclement weather. The employee may be exposed to noise, dust, dirt, grease, and machinery with moving parts. Some of the work is performed on utility poles, in elevated buckets, and in the presence of electrified lines. Work requires the use of protective devices such as masks, goggles, gloves, etc.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

This position has direct supervision over an assigned crew of personnel.

MINIMUM QUALIFICATIONS

- High School diploma or GED.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with having had a similar position for one to two years or having been a Lineman for five to seven years with a demonstrated aptitude for supervision and leadership.
- Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.