

First Review of Applications
January 26th



Lineworker Apprentice

GR^{OW}

your life | your career | your future

The City of Odessa is seeking someone to join our future-focused team that is dedicated to the lineworker profession and the community of Odessa. Someone who has a strong desire to begin a career in a growing utility industry. If you are this person...you could begin a career in local government in our municipal Electric Department. Grow your career and maybe even sprout a passion for public service you didn't know you had. Odessa is a vibrant historic community of approximately 5,500 people just East of the heart of downtown Kansas City, strategically located at the intersection of U.S. Interstate 70 and MO State Highway 131.

The City offers a generous benefits package including 3 weeks of paid vacation after the 1st year, 11 paid holidays, employer-paid health, dental, and vision insurance, an employee assistance program, 100% coverage of training costs, and LAGERS pension retirement contributions. Starting at \$17.99 for year 1 of apprenticeship with an increase as your progress through the program and COLA increases each year. Not to mention hands-on training skills that will last your entire career!



City of Odessa

Apply online today!



For more information about the recruitment, please visit:

www.cityofodessamo.com/employment



**City of Odessa
Job Description**

Job Title: Lineworker Apprentice

Department: Electric

Reports To: Electric Distribution Superintendent

FLSA Status: Regular Full –Time Employee

Prepared By: KF

Prepared Date: 09/13/2023

Approved By:

Approved Date:

Summary: Performs semi-skilled line work in the operation, construction, maintenance, and repair of overhead and underground electric distribution and transmission systems under the direct supervision of a Journeyman Lineworker, Electric Department Foreman, or Electric Department Superintendent. Assists the other lineworker and supervisors in the building and maintaining of the City's electric distribution system.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- I. New Construction Activities:
 - a. Observes and assists the other lineworker with all site inspections, plans of action, and assembling of equipment and supplies.
 - b. Conducts all projects in a safe manner by complying with all work rules and plan specifications.
 - c. Assists in securing work sites assuring public safety and the security of the site.
 - d. Deals with the public in a professional and courteous manner.
 - e. Responds to requests of an immediate supervisor in an accurate, complete, and timely manner.
- II. Line Repair and Maintenance Activities:
 - a. Assist with site inspections, work planning, and safety issues of any job or project.
 - b. Assists with completing the necessary repair work in a safe and timely manner.
 - c. Conducts visual inspections of the system and meters as assigned or required.
 - d. Participates in the monthly meter reading process as assigned by supervisors.
 - e. Communicates and coordinates with the public, assists with dealing with customer complaints, provides answers to questions, and clarifies City electrical policies in a professional manner.
 - f. Perform, install, and maintain locates, service connects and disconnects, and street lights, meter install and changes.

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- g. Set poles, string wire, and hang or install transformers, lighting arrestors, cutouts, cross arms, and insulators. Install and connect meter reading equipment, switches, lighting arrestors, and related components.
 - h. Drive and operate a line truck with various types of equipment attachments, such as hydraulic derrick and pole hold auger.
 - i. Operate medium to heavy equipment in the general maintenance of electric systems. This equipment may include a Bucket Truck, Skid Loader, Dump Truck, Trencher, Wire Puller, and Wood Chipper, as well as other related equipment.
 - j. Subject to emergency response in the event of utility outages or emergencies.
- III. Equipment and Supply Activities:
 - a. Maintains an awareness of all the supplies and equipment required to operate on a daily basis
 - b. Daily monitors the inventory of supplies and equipment in the electrical department and notifies supervisors on the need to reorder and restock specific items.
 - c. Maintains an awareness of the corrective and preventative maintenance procedures and schedules of machinery and equipment.
- IV. Line Clearance Activities:
 - a. Monitors the changing weather conditions.
 - b. Tree trimming and weed mowing in a safe manner assuring for proper line clearance and compliance with department and state regulations.
 - c. Responds to emergency situations involving downed lines as required assuring safety and timeliness.
- V. Apprentice Program Activities:
 - a. Participates in ongoing training activities and classes.
 - b. Studies training manuals and information.
 - c. Completes requirements of employee training agreement.

Supervisory Responsibilities: None on a regular basis. However, employees may be assigned temporary supervisory duties for specific employees depending on the needs of the required job, task, or project.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable

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accommodations may be made to enable individuals with disabilities to perform essential functions.

1. Must have a working knowledge of electricity and electrical distribution systems.
2. Must have a valid Missouri CDL driver's license or must obtain a CDL endorsement within ninety (90) days from the date of hire.
3. Must be able to work without immediate supervision.

Education and Experience:

1. High School diploma or equivalent required.
2. One year of experience as an electric lineworker.
3. Must have completed training and be qualified as a "lineworker apprentice" by an accredited training institution.

Reasoning Ability:

1. Must be able to work with the general public.
2. Must give strong attention to customer service.
3. Ability to analyze safety situations.
4. Ability to make quick decisions, stay alert at all times, work as a team, and work independently.
5. Mechanical aptitude.
6. Ability to carry out assignments through oral and written instructions.
7. Ability to adapt to change.
8. Ability to analyze problems and recommend possible solutions.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

1. The employee must frequently stand, walk, climb, stoop, kneel, crouch, crawl, hear, see, smell, and talk.
2. Must be able to climb utility poles and pull wire.
3. Must have normal physical mobility and agility.
4. Must have physical strength to lift and handle 50+ lbs. objects.
5. Must have above-normal physical endurance to handle above listed tasks.
6. Ability to withstand extreme weather conditions.
7. Ability to distinguish among colors.

Work Environment: The work environment characteristics described here 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.

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1. Employee will work both inside and outside in performing the duties of this job.
2. The employee will be subject to all weather conditions and temperature extremes.
3. Above-average exposure to chemicals, fumes, heights, electrical shock, and work safety hazards.
4. The employee may be occasionally exposed to dust, loud noises, darkness, and cramped spaces.

General Comments:

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 job if the work is similar, related, or a logical assignment to the job. The job will involve some overtime work but not normally on a regular basis. Overtime will be required during special situations such as systems power outages and wind storms.

This job description does not constitute an employment agreement between the City and employee and is subject to change by the City as the needs of the job and City change.