

**RESORT IMPROVEMENT DISTRICT NO. 1**  
**Shelter Cove Sewer and Other Facilities Maintenance District No. 1**

**POLICY TITLE:**                    **Job Description: Journeyman, Power Distribution**

**POLICY NUMBER:**            **2397**

**Description:** Under general supervision, perform experienced level work in the construction and maintenance of overhead and underground electrical lines and electrical distribution system, and perform related system work as assigned.

**Essential Functions and Duties**

1. Climb poles and work at various heights above the ground installing and replacing primary and secondary voltage lines and line equipment while distribution primaries are energized.
2. Set and install guy poles and install cross-arm assemblies.
3. Pull overhead conductors; clean and repair conductors as required.
4. Install line equipment such as transformers, switches, cut-outs, disconnects, lightning arrestors, insulators, circuit breakers, street light fixtures, and other line apparatus.
5. Set, connect and replace single and multi-phase transformers.
6. Install, maintain and repair overhead primary and secondary lines.
7. Remove old poles and fixtures.
8. Transfer energized primary lines.
9. Test pole lines and other facilities.
10. Trim trees to clear power lines.
11. Perform a variety of underground electrical cable work.
12. Troubleshoot system and electrical problems.
13. Read drawings, blueprints and specifications.
14. Use the California G.O. 95 and G.O 128 Standards for construction.

**Secondary Functions (or ability to learn)**

1. Approved by the General Manager, the Water/Wastewater Superintendent and Power Generation Superintendent, attend training that would qualify all electrical personnel for on-call duties pertaining to the water/wastewater departments and electrical departments.
2. Under the direction of the Power Generation Superintendent, the Journeyman may be directed from time to time in assisting the water/wastewater departments.
3. Work overtime and take standby and emergency responsibilities on a rotational basis with other field personnel.
4. Perform other duties as assigned.

## **Required Knowledge, Skills, and Abilities**

1. Must have completed high school or its equivalent.
2. Must be computer and network/internet literate.
3. Knowledge of equipment, tools, material and methods used in electrical utility installation, maintenance and repair work.
4. Knowledge of principles and theory of electrical generation and transmission.
5. Knowledge of safety practices pertaining to the work, including working from aerial buckets, with high voltage energized lines and with hazardous chemicals.
6. Knowledge of applicable federal and state codes and regulations.
7. Knowledge of shop mathematics.
8. Knowledge of basic principles and practices of the electricians trade.
9. Must be able to use independent judgment and initiative.
10. Should have the ability to understand and carry out oral and written direction as well as maintain cooperative and professional relations with the public at all times.
11. Should be organized and accurate with a solid understanding of basic English, simple bookkeeping practices and math at a level required for successful job performance.
12. Must be able to read and interpret line construction plans and written instructions.
13. Must be able to operate various types of trucks, tractors, backhoe and other types of line construction equipment.

## **Training and Experience**

1. Must have completed an accredited 4-year apprenticeship program and have three (3) years journeyman line experience.
2. Experience performing work in the installation, maintenance and repair of overhead and underground electrical utility equipment and facilities.
3. Experience operating a variety of hand and power tools of the trade.
4. Experience reading and interpreting drawings, blueprints and specifications.
5. Experience troubleshooting difficult electrical utility problems and implementing sound safe solutions.
6. Experience instructing and/or training others in work procedures.
7. Experience in establishing and maintaining effective working relationships with those contacted in the course of the work.
8. Experience in high voltage and low voltage test equipment.
9. Permitted Confined Space training is desirable.
10. Rubber Glove training and/or experience helpful.

## **Special Requirements**

1. May work odd shifts, weekends or holidays and perform standby duties as assigned.

2. Must be available to respond to emergencies which affect the District such as earthquakes, power outages, pipeline breaks, high water events and chlorine breaks.
3. Must live within one hour of Shelter Cove/District boundaries.

### **Licenses and Certificates**

1. Must possess the category of California Driver's License required by the State Department of Motor Vehicles to perform the essential duties of the position. Job incumbents must maintain a driving record acceptable to the District and its insurance carrier. Compliance with these requirements and established District vehicle operation standards is a condition of continuing employment.
2. Should possess a valid and appropriate Class A California Driver's License with airbrake endorsement.
3. Must have a current journeyman "A" or "B" card or equivalent certification.
4. Must acquire basic American Red Cross First Aid/CPR/AED certificates during the Initial year of employment.
5. Should possess a Grade 2 Water Distribution Certification or obtain one within one year.

### **Essential Physical Abilities**

1. Must successfully pass a pre-employment medical examination and drug screening.
2. Must be able to perform strenuous manual labor, often in inclement weather.
3. Must be able to work in confined areas, such as manholes, for extended periods of time.
4. Must hear and see at a level sufficient to perform the duties of the position.
5. Must be able to lift and carry fifty (50) pounds on occasions.
6. Must be able to climb poles and work at heights up to 60 feet for extended periods.

### **Compensation and Benefits**

1. Full-time position.
2. Six-month probationary period.
3. Fringe benefits package outlined in the RID/IBEW Union MOU; see Exhibit "B-1," Hourly Wage Schedule.