

## ELECTRIC GROUND TECHNICIAN

### CITY OF MILFORD

## ELECTRIC GROUND TECHNICIAN

*This description is meant to represent a body of work typically performed in this position but does not necessarily represent all the duties which may be assigned to the incumbent in the position. The incumbent is responsible for performing miscellaneous duties as needed or assigned.*

### GENERAL RESPONSIBILITIES

Responsible for keeping trucks stocked, digging and burying underground electric power lines/supply. Also, sets transformers, fixes and installs streetlights, and hauls equipment to and from job sites. The duties of the Electric Ground Technician are performed under the direction of a First Class Electric Line Technician and Management.

The Electric Ground Technician shall be committed to the mission, vision and values of the City and demonstrate such through ethical conduct, community stewardship, individual initiative and responsive service. The Electric Ground Technician shall demonstrate technical skills through effective communication and collaboration, proper use of resources, sound decision-making, personal accountability and responsibility.

This job description is intended merely to illustrate the duties that may be assigned to persons assigned this title. It should not be interpreted to describe all the duties that may be required of persons holding this position or to limit the nature and extent of assignments a person may be given.

### ESSENTIAL DUTIES

- Supply Electric Line Technician with materials and tools while they are involved in line work.
- Operate trencher in preparing ditches for underground cable.
- Prepare conduit, cable and related materials for installation; installs underground cable; backfills and tamps fill material; installs poles; cleans up job sites.
- Dig hole and trenches for poles, guy wires, and underground lines.
- Prepare and assists in the installation of transformers, cut outs, cross arms, streetlights for use in line work; may ride bucket to hang lights or transformers, under the supervision of an Electric Line Technician, First Class for training purposes.
- Stock trucks with required materials, supplies and tools; cleans and repairs tools; performs required secondary work; assist with a variety of emergency problem and on call duties
- Move equipment from one site to another site; load transformers and wire; install transformers.
- Assist Electric Line Technician.
- Tree trimming around power lines for line maintenance.
- Work scheduled on-call duties.
- Performs other duties, within City departments, as assigned by management.

### KNOWLEDGE, SKILLS AND ABILITIES

Some knowledge of electrical utility work, equipment and materials; ability to follow oral and written instructions; ability to perform manual tasks quickly and accurately; ability to communicate effectively and tactfully with the public.

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### EDUCATION AND EXPERIENCE

High school diploma or equivalent and at least 1 year of experience working in general construction preferably in the electric utility field. Experience working with electric equipment and materials. CPR/AED/First Aid Certification. Environmental Oil Spill Training. NIMS (National Incident Management System) ICS-100, FEMA IS-700 Training. Lineman School. A comparable amount of training and experience may be substituted for the minimum qualifications.

### PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Physical capability to effectively use and operate various items of office related equipment, such as, but not limited to a, personal computer, calculator, copier, and fax machine. No significant climbing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, and repetitive motions. Ability and strength to perform manual labor; ability to be on call and respond within 30 minutes of City Yard; physical stamina to withstand working under adverse weather conditions.

### SPECIAL REQUIREMENTS

Possession and retention of a valid Delaware vehicle operator's license and Class B CDL (Minimum). Must pass pre-employment testing for substance abuse, criminal background, motor vehicle driver's license history, and a pre-employment physical. Good driving record required to retain position. All motor vehicle violations will be reported to supervisor immediately. Safety sensitive positions may be subject to random drug and alcohol testing according to City policy.

### FLSA STATUS

Non-Exempt

### PAY GRADE

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The Electric Division is a career ladder division. Employees will be periodically required to attend training courses which will be supplemented heavily by on the job training. During this training, employees may be required to demonstrate work outside of their current job class, only after proper instruction, and under direct supervision of a First Class Electric Line Technician. This is to ensure an employee receives proper training, and is able to demonstrate that they are capable of performing the work, to allow for the opportunity to be successfully promoted to the next level when positions become available within the Electric Division.

The City of Milford assures Equal Employment Opportunities and equal education opportunities for employees and students as required by Federal and State Orders and Laws. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks. This job description is intended to accurately reflect the position activities and requirements. However, management and administration reserves the right to modify, add, or remove duties and assign other duties as necessary. It is not intended to be and should not be construed as an all-inclusive list of all the responsibilities, skills, or working conditions associated with the position.