



## **JOURNEYMAN ELECTRIC LINE WORKER**

Lowell Light & Power (LL&P), a municipally owned electric utility, has been providing safe and reliable electricity to the residents and businesses of Lowell, a Michigan community located 20 minutes east of Grand Rapids, for over 120 years. The utility serves 2,800 customers within a service area of approximately 5 square miles. Currently LL&P is seeking a full-time Journeyman Line Worker to be responsible for the operation, maintenance and construction of electric distribution, transmission, and associated equipment of the LL&P electric system. A detailed job description and minimum qualifications is below and a job application can be found at <http://www.lowell-light.org>. Competitive benefits package includes: health, dental, life, STD and LTD insurance, a hybrid benefit pension plan (consisting of Defined Benefit and Defined Contribution components), a 457 deferred compensation plan, and six weeks of vacation earned within the first year of service. Starting wage is \$35.21 per hour. Within six (6) months of hire, there is a residency requirement within 30 minutes of the City limits and obtainment of a CDL Class B. Please submit resume, cover letter, and employment application no later than **October 20, 2017** to: Lowell Light & Power; Human Resources; PO Box 229; Lowell, MI 49331 or via email to [customerservice@lowell-light.org](mailto:customerservice@lowell-light.org)



127 North Broadway Street  
Lowell, MI 49331  
616.897.8402

## Employment Application

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
*Last First M.I.*

Address: \_\_\_\_\_  
*Street Address Apartment/Unit #*  
\_\_\_\_\_  
*City State ZIP Code*

Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date Available: \_\_\_\_\_ Social Security No.: \_\_\_\_\_ Desired Salary: \_\_\_\_\_ \$

Position Applied for:

Are you a citizen of the United States? YES  NO  If no, are you authorized to work in the U.S.? YES  NO   
Have you ever worked for this company? YES  NO  If yes, when? \_\_\_\_\_  
Have you ever been convicted of a felony? YES  NO

If yes, explain: \_\_\_\_\_

### Education

High School: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

College: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

Other: \_\_\_\_\_ Address: \_\_\_\_\_

From: \_\_\_\_\_ To: \_\_\_\_\_ Did you graduate? YES  NO  Degree: \_\_\_\_\_

### References

*Please list three professional references.*

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Full Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

### Previous Employment

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ \$ Ending Salary: \_\_\_\_\_ \$  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ \$ Ending Salary: \_\_\_\_\_ \$  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference? YES  NO

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Starting Salary: \_\_\_\_\_ \$ Ending Salary: \_\_\_\_\_ \$  
Responsibilities: \_\_\_\_\_  
From: \_\_\_\_\_ To: \_\_\_\_\_ Reason for Leaving: \_\_\_\_\_  
May we contact your previous supervisor for a reference? YES  NO

### Military Service

Branch: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Rank at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_  
If other than honorable, explain: \_\_\_\_\_

### Disclaimer and Signature

*I certify that my answers are true and complete to the best of my knowledge.*

*If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Comments (Optional):  
\_\_\_\_\_  
\_\_\_\_\_

*Applications will remain active for **12 months** from the date received.*

# LOWELL LIGHT AND POWER

## Job Description and Summary

### **POSITION:**

Journeyman Line Worker

### **ORGANIZATIONAL STATUS:**

Reports to the Lead Line Worker or designated supervisor of the assigned work unit

### **PURPOSE:**

Under direction of the Lead Line Worker or designated supervisor, assist in the construction, maintenance and operation of the Lowell Light and Power electrical system by constructing, installing, repairing, replacing, inspecting or removing equipment and material required for the distribution of electric power.

### **POSITION SUMMARY:**

#### **Essential Tasks:**

1. Determine causes of electrical faults and outages and devise a safe and efficient remedy.
2. Climb poles and structures to perform framing and/or maintenance on electric distribution systems.
3. Assemble distribution construction units according to LLP specification systems.
4. Assist plant accounting personnel with material and inventory management.
5. Assist with operation and maintenance of generation plant when assigned.
6. Drive any LLP owned vehicle as required.
7. Operate any LLP owned aerial device or digger derrick unit in a safe manner and in compliance with the manufacture's operation limits.
8. Administer PCB screening tests and know safety guidelines for cleanup procedures for transformers. Make monthly inspections of LLP PCB holding facility. Be familiar with requirements for hazardous material shipping manifests.
9. Perform switching on substation equipment by following written switching procedures.
10. Make minor repairs on both pole-type and pad mount distribution transformers as necessary.
11. Complete records for transformers designated for disposal.
12. Actively participate in the training of apprentice Line Worker.
13. Work with customers to schedule tree cutting, brush cleaning, etc.

14. Function as a ground worker or truck operator when directed by Lead Line Worker or designated supervisor.
15. Function as supervisor of a work unit when directed to do so by the Lead Line Worker or designated supervisor.
16. Participate in the "on-call" program after regular work hours, weekends, and holidays on a rotational basis as scheduled.
17. Assume responsibility for vehicles, tools, equipment, or materials assigned.
18. Maintain inventory of truck stock materials, requesting replacement materials as required.
19. Dig and backfill holes/trenches for poles, anchors and cable by hand when required.
20. Assist other co-workers in framing, shoveling, tamping, clean up of work site, conduit placement, wire pulling, guy tensioning, or other ground work.
21. Assist Lead Line Worker or designated supervisor with job related paperwork as required.
22. Attend training classes, seminars and participate in committee or team activities as required.
23. Any other work assigned by the Lead Line Worker or designated supervisor required for successful performance.

**REQUIRED QUALIFICATIONS:**

**Education:**

High school diploma or equivalent required.

**EXPERIENCE CLASSIFICATIONS:**

**General:**

The prerequisite for this position is the attainment of full Ground Worker status. Lineman classification is divided into four levels, the first three of which require approximately one year each. Line Worker training is primarily on the job training. Promotion to the next level shall be only at the recommendation of the Lead Line Worker or designated supervisor. The final approval shall rest with management. The employee may be required to demonstrate to his foremen that he has made substantial and significant progress in his present classification before being promoted to the next level.

**Duties of Journeyman Line Worker:**

Includes all duties of 3<sup>rd</sup> year Apprentice Line Worker. Employee shall be expected to be capable of performing all appropriate duties associated with electrical plant construction, operation and maintenance. Employee shall climb a minimum of 24 poles annually, a record of which shall be logged and initialed by the Lead Line Worker or designated supervisor while

under this classification. Employee shall be expected to participate in the “on-call” program after regular work hours, weekends, and holidays on a rotational basis.

**KNOWLEDGE:**

1. Know and comply with applicable safety rules and regulations.
2. Understand all LLP operating practices and policies.
3. Know the LLP geographical service area and distribution circuit configuration.
4. Know and understand LLP construction specifications.
5. Ability to read and interpret working plans and construction plans.
6. Complete familiarity with the APPA Safety Manual for an electric utility.
7. Familiarity with the National Electric Safety Code.

**ABILITIES:**

1. Ability to work comfortably at elevated levels, whether on poles, towers, or in aerial devices.
2. Ability to plan and implement safe and efficient work procedures.
3. Ability to properly operate and employ all hot-line tools and equipment, including protective and safety equipment.
4. Ability to climb poles and towers using climbers or steps.
5. Function effectively during adverse or inclement weather conditions.
6. Capable of traveling out of town when required.
7. Must be capable of working outside of normal work hours when necessitated by work requirements.
8. Ability to take instruction and understand directions.
9. Ability to work without direct supervision.
10. Ability to understand and promptly and safely carry out oral, visual, and written instructions.
11. Ability to read and comprehend safety manuals, vehicle operating manuals, material specification manuals, job orders, maps, and other job related documents.
12. Ability to accurately perform basic mathematics (addition, subtraction, multiplication, and division).
13. Ability to prepare drawings and material lists as required for completion of work.
14. Ability to use hand and small power tools and specialized electrical construction tools.
15. Any other work assigned by the Lead Line Worker or designated supervisor required for successful performance.

**CONDUCT:**

1. Ability to function as a member of a work unit, maintaining an effective and cooperative relationship with all other employees.

2. Maintain a commitment to excellence and promote the same commitment in co-workers.
3. Recognize and acknowledge the obligation due and importance of all LLP customers.
4. Recognize oneself as an integral part of the LLP organization that requires active cooperation with all other LLP departments and employees

**PHYSICAL REQUIREMENTS:**

1. Capable of climbing poles and towers using climbers and steps.
2. Capable of bending, twisting, squatting and stooping repeatedly for entire workday.
3. Capable of lifting and carrying objects of moderate to heavy weight.
4. Capable of working outdoors in all weather conditions, including periods of temperature extremes and inclement weather conditions occurring in the LLP service area.
5. Capable of working outdoors during periods of poor air quality resulting from pollen or dust contamination.
6. Capable of standing for long periods of time without rest.

**LICENSE AND CERTIFICATIONS:**

1. Must possess at the time of employment or obtain within six (6) months of hiring, a valid Class B Commercial Driver License allowing legal operation of a motor vehicle in Michigan. Maintaining of the Class B CDL or equivalent is a continuing condition of employment.
2. Must possess at the time of employment or obtain at a time designated by LLP, a valid Red Cross or equivalent certification of proficiency in adult CPR and first aid.
3. Journeyman Lineman Certification after designated training period and successful completion of all requirements.

**STATEMENT ON POSITION:**

This job description and summary is to give the applicant/employee a reasonable expectation of the requirements and responsibilities of the various levels of the Line Worker position at Lowell Light & Power. Additional related tasks and assignments may be included as deemed necessary by management would become an integral part of this job.

**SALARY:**

As stated on the current IBEW Local 876 Working Agreement Wage Scale based on the level of the position of Line Worker.