

## **Electric Distribution System Ground Person Job Description**

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| Job Title:               | <b>Electric Distribution System Ground Person</b> |
| Status:                  | Full-Time   |
| Direct Supervisor Title: | Electric Department Supervisor                    |
| Supervision:             | None  |
| Travel:                  | Local travel approximately 60%                    |
| Update date:             | April 2, 2024                                     |

### **Job Summary:**

The Electric Distribution System Ground Person works under the supervision of the Electric Department Supervisor. They operate equipment, perform labor tasks, ensure system reliability to affect upgrades and service extensions as scheduled. In addition, they work to ensure the safe and efficient operation of the City's electrical distribution system, support maintenance activities, assist in equipment installations, and protect infrastructure.

### **General Duties/Responsibilities:**

*The following duties are standard for this job. These are not construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Assists in implementing and maintaining proper grounding procedures to safeguard personnel and equipment during maintenance, installation, and repair tasks.
- Supports and performs the maintenance, inspection, and installation of electrical distribution equipment, including transformers, switches, circuit breakers, and associated components, to uphold the reliability of the City's electrical infrastructure.
- Conducts regular inspections of grounding systems to ensure compliance with regulatory requirements and effectiveness in mitigating electrical hazards.
- Performs routine safety checks on electrical equipment and facilities to identify and address potential hazards, ensuring the safety of City employees and residents.
- Assists in responding to electrical emergencies, such as electrical outages and equipment failures, by providing support to repair crews and implementing necessary safety measures to minimize disruptions to City services.
- Maintains accurate records of maintenance activities, inspections, and safety incidents, and prepares reports documenting findings and recommendations for corrective action as required by City protocols.
- Participates in training programs to stay informed about industry regulations, safety procedures, and best practices, ensuring compliance with City policies and standards.
- Works collaboratively with other City personnel, including electricians, technicians, and supervisors, to coordinate work activities and achieve operational objectives in maintaining the City's electrical distribution system.

### **Examples of Work:**

- Installation of wood and metal electrical poles and down guy anchors.
- Installation, maintenance, and repair of overhead transformers and transformer banks, air breaker switches, capacitor banks, fuse cutouts, lighting arrestors, cross arm conductors, down guys, and associated pole hardware.
- Installation, maintenance, and repair of underground distribution systems including conduit conductors, pad mount transformers, sector cabinets, splice boxes, pole risers, load break elbows, and terminations.

- Installation of electric meter hook-ups for electrical consumption recording, both self-contained and C.T.
- Keeping record of location and types of electric service installations for future reference.

**Desired Skills/Abilities:**

- 2 years on the job work experience in electrical distribution, construction, and maintenance.
- Prior experience in the electrical utility industry or a related field is a plus.
- Knowledge of electrical distribution systems, grounding principles, and safety regulations is a plus.
- Idaho Class B Commercial Driver's License. To be obtained within 6 months. (Required).
- Knowledge of mathematics including algebra, geometry and trigonometry.
- Knowledge of tools and equipment, work practices and materials used in the construction and maintenance of electrical distribution systems.
- Knowledge and experience in the operation of bucket trucks, digger derrick, backhoes, dump trucks, wire pullers, and tensioners.
- Ability to record data and make mathematical calculations associated with electric installations.
- Completed an accredited line workers course through a technical school or college.

*The above list of functions is not exhaustive and may be supplemented as necessary by the City.*

**Education and Experience:**

*Any combination of training and experience equivalent to:*

- High School Diploma or equivalent GED.
- Ability to follow oral and written instructions.
- Ability to work with co-workers and the public in a professional manner.
- Ability to successfully complete various required training classes and obtain certificates necessary for job.
- Ability and aptitude to obtain certifications and licenses meeting timelines.
- Ability to work collaboratively with other City departments.
- Valid driver's license and willingness to travel within city limits as needed for job duties.

**Working Conditions:**

- Position requires sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities.
- Physical Requirements: Must be able to use body and digits to work, walk, move or carry objects/materials. Requires the ability to coordinate the hands and eyes in using machinery/equipment, machines, and vehicles and areas where circumstances require the use of personal protective equipment such as safety glasses, proper shoes and mandatory hearing protection. Must be able to twist, turn and coordinate hands with different activities. Safety is paramount.
- Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, or toxic agents.
- Physical Communication: The ability to communicate including talking, hearing, and listening and exchanging communication.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**The City of Weiser is an Equal Opportunity Employer including Veterans/Disabled and other protected categories. If you have any questions on the job description or need help and/or accommodation in the process, please contact the Human Resources department:**

**City Hall - City of Weiser**

**55 West Idaho Street  
Weiser, Idaho 83672  
208-414-1965**