City of NAPOLEON, Ohio

255 West Riverview Avenue • P.O. Box 151
Napoleon, Ohio 43545-0151
Phone: (419) 592-4010 • Fax: (419) 599-8393
Web Page: www.napoleonohio.com

Mayor
Joseph Bialorucki

Members of Council
Ross Durham, President
Brittany Schwab, President Pro-Tem
Victor Gaucin
Dr. Dave Cordes
Meredith Wolff
Tom Weaver
Jordan McBride

City Manager
Lori Siclair

Finance Director
Kevin Garringer

Law Director
David Busick

LINEMAN – FIRST OR SECOND CLASS

The City of Napoleon is seeking qualified applicants for the position of Lineman – First or Second Class. A first class lineman is responsible for performing skilled construction, maintenance, and operation duties on transmission and overhead congestion distribution lines which may be energized at primary voltage. A second class lineman is responsible for performing construction, maintenance, and operation duties on uncongested distribution lines which may be energized, under the direction of the First Class Lineman, Lead Lineman, or Electric Distribution Superintendent.

High school diploma or equivalent is required, preferably supplemented by courses in an electrical school. Experience and knowledge at the level of second class lineman is required. Applicant must possess a valid State of Ohio Driver's License.

This is a full-time position with pay ranging from $34.47 - $42.53 for first class lineman and $31.04 - $38.29 for second class lineman. Pay will be based on qualifications and experience. Additional benefits include paid holidays, eligibility for health benefits, paid time off, as well as participation in the Ohio Public Employees Retirement System (OPERS).

Application forms are available at the City of Napoleon Administration Building, 255 W. Riverview, Napoleon and at **www.napoleonohio.com**. Applications will be accepted until this position is filled. Submit completed applications and resumes to:

Emily Meyer, Human Resources Director
c/o City of Napoleon
P.O. Box 151
Napoleon, OH 43545

Or emailed to: emeyer@napoleonohio.com

The City of Napoleon is an Equal Opportunity Employer.

City of Napoleon

Lineman First Class

Department:	Electric
Reports To:	Electric Distribution Superintendent or Designee
FLSA Status:	Hourly (Non-Exempt)
Civil Service:	Classified (Non-Competitive)
Union:	AFSCME
Approved By:	Joel Mazur, City Manager
Last Updated:	April 7, 2017

SUMMARY

Employees in this class perform skilled construction, maintenance and operation duties on transmission and overhead congested distribution lines which may be energized at primary voltage. The work is performed under general supervision of a lead lineman or electric distribution superintendent. Supervision may be exercised over subordinate employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following: (other duties may be assigned).

- Installs and removes poles and installs and changes insulator assemblies.
- Strings, splices, sags, insulates and ties in conductors and wires.
- Sees that safety precautions for the crew and public are enforced.
- Installs transformers, capacitors, line disconnects and reclosers and associated equipment.
- Locates underground wire for utility companies and the Water Department and others that may be digging near underground wires.
- Locates and repairs trouble on underground wires.
- Changes distribution transformers, phases out and banks transformers and make proper connectors.
- Works on energized primary when required or energized transmission line by means of "Hot Line" tools.
- Makes cutovers from old poles and equipment to new or temporary installations of a similar nature.
- Installs safety equipment such as rubber blankets and protectors on conductors and equipment. Maintains high standards of safety.
- Test and replaces inaccurate meters.
- Prepares written and oral reports.
- Inspects poles, lines and associated equipment.
- Digs holes for pole setting and trenches for line laying.
- Operates bucket truck, trenchers, back yard diggers and auger trucks.
- Does less skilled work as occasionally required.

QUALIFICATIONS

- Thorough knowledge of and familiarity with the principles and practices of electric power line construction, maintenance and operation;
- good knowledge of the operation of trucks, winches, derricks and other equipment and tools used in the work;
- skill in the instruction of Linemen and others concerning the practices, methods and tools and the occupational hazards of the work;
- ability to use all the tools of the trade and to climb a pole in order to properly direct the work;
- ability to control emergency situations during storms or other conditions;

- ability to keep records and prepare reports;
- Ability to make simple arithmetical calculations rapidly and accurately.

EDUCATION and/or EXPERIENCE

- Considerable experience at the level of Lineman Second Class and completion of a standard high school course, preferably supplemented by courses in an electrical school; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

LANGUAGE SKILLS

- Must be fluent in both writing and speaking the English language.

REASONING ABILITY

- Ability to understand and carry out complex oral and written directions.
- Have ability to analyze and determine solution to complex problems.

CERTIFICATES, LICENSES, REGISTRATIONS

- Must possess and maintain a valid Ohio C.D.L. License.
- Must possess a valid Ohio Driver's License.

PHYSICAL DEMANDS

- Must be able to lift up to 80 lbs.
- Required to work outside in various climatic conditions.

WORK ENVIRONMENT

This job must be performed on-site, unless otherwise directed.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily with or without reasonable accommodation and possess or have the qualifications listed. The requirements listed are representative of the knowledge, skill, and/or physical ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

City of Napoleon

LINEMAN SECOND CLASS

DEPARTMENT: Electric
REPORTS TO: Electric Distribution Superintendent
FLSA STATUS: Hourly (Non-Exempt)
CIVIL SERVICE: Classified (Non-Competitive)
UNION: AFSCME
APPROVED BY: Monica Irelan, City Manager
APPROVAL DATE: June 9, 2016

SUMMARY

Employees in this class perform construction, maintenance and operation duties of uncongested distribution lines which may be energized. The work is performed under the supervision of the Electric Distribution Superintendent, Lead Lineman or First Class Lineman. The work is checked while in process and upon completion.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned as required.

- Installs distribution transformers with associated devices.
- Installs and removes conductors, messengers and cables, splicing, tapping and taping conductors.
- Changes distribution transformers, changes voltage taps; phases out banks transformers and makes proper connections; phases out feeders.
- Installs safety equipment such as rubber blankets and lineman protectors on conductors and equipment.
- Strings, splices, sags, insulates and ties in conductors and wires.
- Assists in installing and removing temporary protective grounds on conductors.
- Performs switching and tagging operations on the lines.
- Uses hot sticks, when trained and qualified to use, to perform line work of a simpler nature.
- Patrols transmission and distribution lines.
- Installs and connects service cable to new and upgraded electrical services.
- Replaces old service wire.
- Checks trouble calls and complaints.
- Rebuilds lines.
- Trims trees in and around primary and secondary wires.
- Operates line truck and bucket truck.
- Gives first aid.
- Does less skilled work as occasionally required.

QUALIFICATIONS

- Some knowledge of the layout functions and operation of electrical equipment and circuit connection of transmission and distribution systems.

- Some knowledge of the electrical system construction, maintenance and operation methods and practices.
- Skill in the use of protective equipment and devices.
- Ability to ground lines and capacitors for the protection of personnel and equipment.
- Ability to effectively and quickly administer first aid.
- Must be able to make moderately complex mathematical calculations.

EDUCATION AND/OR EXPERIENCE

- Some experience as a Lineman Second Class and/or completion of a standard apprenticeship course
- High school diploma or equivalent, or trade school course, including or supplemented by electrical courses.
- Or any combination of experience and training which provides the required knowledge's, skills and abilities.

LANGUAGE SKILLS

- Must be able to communicate effectively verbally and in writing.

REASONING ABILITY

- Must be able to understand and carry out complex oral and written directions.

CERTIFICATES, LICENSES, REGISTRATIONS

- Must possess and be able to maintain a valid Ohio Driver's License.
- Must possess and maintain a valid Ohio CDL License.

PHYSICAL DEMANDS

- Have sufficient physical strength and ability to perform heavy manual tasks related to line construction.
- Ability to work under adverse weather conditions.

WORK ENVIRONMENT

This job must be performed on-site, unless otherwise directed.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily with or without reasonable accommodation and possess or have the qualifications listed. The requirements listed are representative of the knowledge, skill, and/or physical ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.