

**Western Cooperative Electric**  
**Apprentice – 1<sup>st</sup> Year - Lineworker**

Pay Status	Hourly	Reports to	Crew Foreman
FLSA Status	Non-Exempt	Supervises	Non-supervisory
Revision Date	04/22/2025	Normal Work Schedule	M-F 8:00 a.m. – 4:30 p.m.

**OBJECTIVES:**

- To provide effective and efficient operations, maintenance, and construction activities on de-energized lines under close supervision. This position is one of active training in line work with a focus upon line construction. Before entering this training position, the person shall have demonstrated his/her ability to work effectively on a pole.

**RESPONSIBILITIES AND AUTHORITIES:**

Within the limits of approved board policies, operating guides, and procedures, assumes responsibility and has commensurate authority for the following activities:

- Must have a valid KS Class A Commercial Driver's License (CDL) with no restrictions in good standing upon hire.
- Participates in the construction of distribution lines and services as assigned to provide new or improved service to our customers.
- Performs maintenance activities on de-energized lines to keep the system in a safe and operable condition.
- Assists in analyzing and evaluating operation and maintenance activities relative to customer facilities and assists in investigation and resolution of service problems to ensure that installations and services are made in compliance with required specifications and to maintain customer confidence and satisfaction with our electric service delivery.
- Conducts line patrol activities and takes corrective actions as deemed necessary to ensure safe and reliable service.
- Makes frequent checks of tools and protective equipment and submits recommendations for replacing defective materials to ensure that they are safe and operable.
- Assists in the maintenance of vehicles and equipment assigned to work unit to ensure that they are safe, operable and that the required documentation is completed.
- Assists in the maintenance of vehicle material inventories and completes required documentation to ensure proper material records are kept.
- Attends and participates in monthly safety meetings to become aware of safety rules and regulations and to help ensure that safe working practices are followed, and a safe working environment exists for the individual, fellow employees, and customers.

- Maintains a current knowledge of first aid, CPR and other life saving techniques and performs these techniques as necessary to ensure that prompt attention is given to co-workers during emergencies.
- Enters time (hours worked) and mileage accurately in the time keeping system daily.
- Maintains a KS Class A Commercial Driver's License with no restrictions in good standing.

#### **EDUCATION:**

- High school diploma, or equivalent, required.

#### **DENNIS MERCHANT POWER LINE TRAINING PROGRAM:**

- Must be willing to participate in the four-year Dennis Merchant Power Line training class. Must successfully complete the course during the first (5) five years of employment as an Apprentice Lineworker.
- After completion of introductory/probationary period (6 months) will be required to start first year testing of Merchant training program and complete before eligible for advancement to next level. Will have (5) years to complete the program which is a (4) year program plus (1) year grace period.
- At any point during this program when eligible to advance to the next level of apprenticeship and Line Superintendent, Foremen, Mentor and Apprenticeship Committee determine qualifications have not been met to advance there will be a probationary period. After completion of the probationary period the candidate will be re-evaluated to determine if qualifications have been met or if the apprentice will be subject to disciplinary action up to and including dismissal as the company deems appropriate.

#### **ABILITIES AND SKILLS:**

- Must be able to become skilled in underground and overhead line operation in pole climbing, in operation of line construction equipment and in using lineworker tools while working on the ground, on a pole and from a bucket truck. Must be able to become skilled and have the proper knowledge of how to work safely with live conductors. Must be able to become skilled in all work required in connection with the installation of materials, apparatus, and equipment used in the construction and maintenance of electric distribution lines. Must have a valid KS Class A Commercial Driver's License with no restrictions upon hire. Must be able to read, write and do arithmetic.
- The 1<sup>st</sup> Year Apprentice shall be expected to perform any of the duties of a 1<sup>st</sup> Year Apprentice and, in addition, shall be able to:
  - Frame erected poles.
  - Hang transformer, reclosers and other equipment on cold poles.
  - Make connections of meter hook-ups, transformers, and other equipment on cold poles.
  - Build meter loops.
  - String and tie-in conductor; lay and make connections of underground cable.
  - Prepare mountings and install transformers for new underground installations.
  - Assist in the operator of bucket truck under supervision of assigned operator, also, to have read the operator manual.

**WORKING CONDITIONS:**

- Works outside in all types of weather. Exposure to varying temperature conditions including cold below 32 degrees and heat above 100 degrees. Includes exposure to mechanical, electrical, burns, confined space, radiant heat, work at heights and operating machinery hazards. Some exposure to odors, gases, dust, and dirt.
- Overtime required. On a rotating basis, employees must be available to work after normal office hours for emergencies or problems. During those times, the employee must be able to report to their district warehouse within 20 minutes.
- Each year working hours will change to a summer hour schedule beginning the day after Memorial Day to the day after Labor Day. The summer schedule hours will be 7:00 a.m. – 3:30 p.m.

**PHYSICAL REQUIREMENTS:**

- Heavy work requiring exertion of up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constant to move objects. Lifting and carrying 10 to 50 pounds occasionally. Reaching and lifting overhead is required. A job requires sitting, standing, crawling, climbing, bending, pulling, and reaching the majority of the time. Safety equipment required. Requires ability to weigh and measure.

I understand that this list is not all inclusive and that there may be job duties assigned other than those listed above.

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Employee Signature

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Date

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Employee Printed Name

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Supervisor Signature

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Date