

City & Borough of Wrangell

Position Description

Position: Electrical Line Foreman	Position Number:
Department/Site: Light Department	FLSA: non-exempt
Evaluated by: Superintendent Electrical Utility	Salary Grade: 29

Summary

To maintain Borough primary and secondary electrical distribution and supervise Line Crew. Operate stand by diesel generators when required

Distinguishing Career Features

The Electrical Line Foreman is a supervisory position for work on electrical projects in Wrangell. The Electrical Line Foreman is more senior and experienced than the electrical linemen and apprentices. The Electrical Line Foreman bears responsibility for keeping electrical equipment in good shape and making sure projects run effectively.

Essential Duties and Responsibilities

- Performs regular maintenance duties such as primary and secondary line repair. Supervise and directs brush cutting. May perform periodic meter reading as necessary.
- Performs repairs and replacement of power distribution components, substations, and the power plant facility. Replaces or repairs street lights, sets power poles, and constructs new electrical structures. Ensures that all duties are performed in a safe and efficient manner.
- Oversees, directs, and assists electrical workers on projects. Purchases materials and tools as appropriate and approved by Electrical Superintendent. Maintains a complete inventory of line repair and project supplies. May assist in the design of new projects as assigned.
- Performs other related duties as required or assigned. Works cooperatively with other employees, external agencies, and the public.
- Operates diesel generators when required.

Qualifications

- **Knowledge and Skills**
 - Requires extensive line maintenance experience and a thorough knowledge of tool and equipment handling.
 - Requires thorough knowledge of primary and secondary line repair, maintenance and construction. Requires verbal interpersonal skills to work effectively with telephone and cable companies that share utility poles. Requires some construction experience and knowledge of lighting and structural repair and pole setting.
 - Requires supervisory skills to delegate tasks and ensure safe and proper completion of duties.
 - Requires some experience with designing new electrical structures.
 - Requires willingness to perform various job-related duties as situations arise.
 - Requires the ability to work toward designing new electrical structures.
 - Requires a strong sense of teamwork, and ability to work cooperatively with

- others.
- Knowledge of diesel generator operation preferred.

- **Abilities**

Requires ability to work irregular hours under sometimes severe weather and working conditions. Requires the ability to recognize safety hazards and correct them as needed. Requires an attention to detail and ability to keep complete inventory records.

- **Physical Abilities**

Ability to be physically active, demanding duties such as climbing power poles and lifting heavy materials, and working with heavy equipment during irregular hours and in severe weather

- **Education and Experience**

Requires four (4) years of electrical lineworker apprenticeship and preferably five (5) years of journey lineworker experience.

- **Licenses and Certificates**

Requires class (A) CDL and medical certificate. Requires State of Alaska Linemen's Certificate of Fitness, or the necessary documentation to obtain an Alaska Certificate of Fitness.

- **Working Conditions**

Work takes place during irregular hours under sometimes severe weather equipment and bodies of water, with significant safety concerns

This job/class description, describes the general nature of the work performed, representative duties as well as the typical qualifications needed for acceptable performance. It is not intended to be a complete list of all responsibilities, duties, work steps, and skills required of the job.