PROVO CITY CLASSIFICATION SPECIFICATION

<table>
<thead>
<tr>
<th>Title: Apprentice Power Line Worker</th>
<th>Job Code: 2733-2736 (Four-Year Program)</th>
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<tbody>
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<td>Date: January 14, 2019</td>
<td>EEOC Code: SM</td>
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<tr>
<td>FLSA Designation: Non-exempt</td>
<td>Civil Service Status: Covered (UC)</td>
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**DEFINITION:** This is a four-year apprenticeship program with increasing responsibility to install, maintain, and repair power distribution lines and equipment.

**CLASSIFICATION STANDARDS:** Positions allocated to this classification are responsible to a Power Line Crew Supervisor and perform all assigned duties under close supervision. This work increases in complexity based on the corresponding year in the program. Note: Employees of this class are eligible for advancement through the apprenticeship program following successful completion of the applicable apprenticeship exam.

**ESSENTIAL DUTIES:** Assist, connect, install, maintain, and repair energized overhead and underground power transmission lines; operate line trucks, line working apparatus, and heavy equipment; dig pole holes and trenches; set and frame poles; climb poles; descend into tunnels or trenches; string lines; locate damaged lines and poles; troubleshoot power distribution equipment to determine problem; splice cables; repair transformers; conduct voltage and amperage checks; replace fixtures on cross arms; hang insulators; replace and repair fuses, grounds, and other electrical devices.

Construct cross arms for power poles; assist Power Line Workers; prepare material and equipment for field work; work secondary voltages of 300 volts or less, unassisted, with little or no supervision; work on 15,000 volt single phase lines with the guidance of a journey-level Power Line Worker.

Assist in responding to emergency calls; make connections and disconnections for customers; inform public of pending outages due to repair; repair street lights; trim trees and other debris from lines and loops; explain problems to public; request cooperation during repair work; assist other employees as needed; perform other related duties as required.

**MINIMUM REQUIREMENTS:** High School Diploma or equivalent and any training or experience that demonstrates an ability to perform the work. Upon hire, employee may be placed at the appropriate year in the program at the discretion of the department director, based on education and experience as they relate to Intermountain Power Superintendents Association (IPSA) certification program requirements. Continued employment at that year in the program is contingent upon successful completion of IPSA’s corresponding exam for an Apprentice Power Line Worker, which must be taken within six (6) months of start date. Subsequent advancement in the program is based on IPSA rules, which include a full year of supervised experience in the prescribed areas and completion of corresponding written and practical examinations.

**License(s)/Certification(s):** A valid, lawful Commercial Driver's License (CDL) is required.

**SELECTION FACTORS:** Knowledge of: methods and techniques of power distribution equipment installation and repair; related laws, codes, rules, and regulations governing related functions of the position; policies and procedures established for the work system; the operations, functions, and terminology common to the work; basic English composition, spelling,
and grammar. **Skill in:** actively listening to and following instructions; practicing trust-building behaviors. **Ability to:** effectively resolve operational problems; explain technical material in layman terms; deal with the public in a pleasant, courteous and calm manner, often under stressful situations; interpret and properly carry out general instructions; work effectively on individual or team projects; read, interpret, and work from blueprints; develop and maintain effective working relationships with the public, coworkers, and superiors; quickly and accurately perform work; communicate effectively both verbally and in writing; evaluate programs and procedures; exercise independent judgment while evaluating situations and in making determinations; organize assigned work and develop effective work methods; perform duties in a manner that demonstrates respect, integrity, courtesy, and kindness towards fellow workers, customers, and the general public; demonstrate a high level of commitment to the principles of positive customer service.

**TOOLS AND EQUIPMENT USED:** Hand tools, crimpers, hot sticks, body belts, line trucks, bucket trucks, wire pullers.

**PHYSICAL DEMANDS:** Requires physical strength and agility to perform the work, including bending, carrying, stooping, stretching, heavy lifting, climbing poles with belt and hooks, and standing on a pole for extended periods.

**ENVIRONMENTAL FACTORS:** Requires regular exposure to high voltage energy sources and working in adverse weather conditions, confined spaces, high noise areas, and various heights. May include exposure to fumes from oils, gasoline, and other chemicals, and to high-stress situations or environments, including contact with the public in confrontational or uncomfortable circumstances. **Note:** Employees of this class may be subject to on-call status. **RESIDENCY:** Employees of this class are subject to Provo City residency requirements and must reside within a 15-mile radius of their primary operations facility in order to affect a 20-minute response time.

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**Department Director**

**Date**

12/13/18

**Mayor/Chief Administrative Officer**

**Date**

1-14-19

**NOTE:** The above statements describe the general nature and level of work being performed by the person(s) assigned to this classification. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel so classified. Class specifications are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, change, or delete any and all provisions of this classification at any time as needed without notice. Reasonable accommodations may be made for otherwise qualified individuals who require and request such accommodation. This class specification supersedes earlier versions.