



# WashingtonEMC

---

## GROUNDMAN

**Classification:**

Non-Exempt, Hourly Employee

**Reports To:**

Crew Foreman

**Revision Date:**

September 8, 2016

---

## JOB DESCRIPTION

---

### Position Summary

Assists line crews in the construction, maintenance and operation of overhead and underground distribution lines by performing all ground activities and keeps informed on and complies with all safety policies, procedures, rules and regulations.

### Major Responsibilities

- a) Digs pole holes and anchor holes. Sets anchors, sets, aligns and frames poles according to RUS qualifications as directed.
- b) Attends to lineman on pole at all times.
- c) Helps load and unload poles, transformers and other items.
- d) Helps check material in and out of the warehouse.
- e) Assists in building lines and facilities, as directed, help account for all material used and returns it to the warehouse.
- f) Trims with pruning sticks and cut trees as required.
- g) Sees that all material and tools are properly placed on vehicles and kept in an orderly manner. Reports the need for repairs on tools and vehicles. Helps repair tools and equipment as necessary.
- h) Performs work to connect service to meter pole or building and reads meters when required.
- i) Helps set and remove meter loops, transformers, switches, regulators and other electrical apparatus.
- j) Observes hazards that exist or develop during operations such as falling objects, dangerous positions of linemen on poles, poor footing, and road traffic and warns crew of same. Becomes familiar with protective equipment and its application.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities.

The **Groundman** shall be required to perform any other duties assigned in order to fulfill the objectives of the Corporation.

### **External Relationships**

*Member-Consumers:* Responds to their inquiries and resolves problems or directs to supervisor or appropriate personnel.

*General Public:* Maintains good relations in **all** contacts with the general public.

### **Position Specifications**

#### *Qualifications*

- (a) Job Knowledge, Training and Experience: Must be able to learn and apply information from technical manuals in the completion of duties. Must be able to complete reports and other paperwork and should be able to perform mathematical calculations. This knowledge is normally acquired through the completion of a high school diploma or equivalent. Must be familiar with the National Electrical Safety Code and RUS Materials Specifications utilized in the construction and maintenance of underground and overhead distribution lines. Must know and practice first aid and cardio-pulmonary resuscitation.  
***Preferred:*** It is preferred that the candidate have successfully completed a lineman training program or had at least one (1) year of line work experience at another electric utility company.
- (b) Equipment Operated: Must be able to operate assigned equipment including buckets, digger derricks, forklift, backhoe, trencher, winches, drills, chainsaws and high compression tools. Must possess or be able to obtain a valid Georgia Commercial Driver's License and a Medical Examiner's Certification of Qualification.
- (c) Abilities and Skills: Must be able to perform the activities necessary to complete work assignments described in the position description.
- (d) Physical Effort: Position spends a major portion on the ground providing assistance to line personnel. Frequently lifts materials and equipment weighing up to fifty pounds. Occasionally lifts items that weigh up to 100 pounds. Shovels dirt, works around noisy equipment and visually inspects work for safe conditions. Under direction of senior personnel may work around energized line

which must be handled according to National Electrical Safety Code specifications to avoid electric shock. Required to climb poles.

- (e) Working Conditions: Outside work in all kinds of weather may be required. Irregular hours including nights, weekends and holidays. Some overtime may be required. This position serves on-call rotation as assigned.

After an offer of employment has been made, a background check and physical examination is required, which will include both alcohol and drug testing.