



To: All Employees
From: Michelle Lehnus
Date: March 24, 2025
RE: Position Opening – Journeyman Lineman - Fairfax

Persons interested in applying for the position of Journeyman Lineman, Grade 10, to work out of the Fairfax office should submit an application to Michelle Lehnus by 5:00 p.m. Wednesday, April 23rd, 2025.

Attached is a copy of the Position Description & Specifications.

See Michelle Lehnus for applications.

A handwritten signature in blue ink that reads 'Michelle Lehnus'.

Michelle Lehnus
HR Administrator

INDIAN ELECTRIC COOPERATIVE, INC.

POSITION DESCRIPTION

Journeyman Lineman

Department: Operations
Reports to: District Operations Supervisor
Responsible for: Apprentice Linemen

I. SPECIFICATIONS

Education: High school diploma or equivalent required. Courses in algebra, geometry and physics are highly desirable. Must have completed a recognized Journeyman Lineman course.

Experience: Four years as an Apprentice Lineman is required.

Job Knowledge: Must possess a working knowledge of the construction, operations, and maintenance of electric distribution lines, both overhead and underground, including meters, transformers, voltage regulators, capacitors, sectionalizers, and oil circuit reclosers; RUS Construction specifications and applicable NESC and NEC Rules and Regulations. Must have sound knowledge of the proper and safe use of the tools and equipment used in line construction and maintenance of both energized and de-energized lines. Must be familiar with IEC Safety Rules/Procedures. Should be willing to attend courses relating to his/her area of work.

Abilities and Skills: Must be skilled in underground and overhead line operation, in pole climbing, in operation of line construction equipment and in using lineman tools while working on the ground, on a pole and from a bucket truck. Must be skilled in properly and safely working with live conductors of all voltages. Must be 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 be able to communicate with individuals. Must be certified in First Aid, CPR and AED or possess the ability to become certified within one year. Become familiar with tools and equipment used in line maintenance and Construction. Must also be familiar with, and adhere to, the manufacturers' recommendations for care, maintenance, safe use and safe working load limits of tools and equipment. Must be able to perform pole top and basket rescue. Must have and maintain an Oklahoma Class A driver's license or have the ability to obtain one within 90 days. The employee must reside within thirty minutes' legal driving time of the employees assigned work headquarters.

Working Conditions: Outside work in all kinds of weather. Must be willing to work overtime as required. Must be willing to attend courses relating to his/her area of work.

II. RESPONSIBILITIES AND DUTIES

A. Investigates and remedies service interruptions and assists in evaluating the cause of the interruption to assure prompt restoration of service.

- B.** Participates in the construction of distribution lines and services.
- C.** Performs maintenance activities on energized or de-energized lines to keep system in a safe and operable condition.
- D.** Assists in analyzing and evaluating operation and maintenance activities relative to member facilities and assists in investigation and resolution of service problems to assure that installations and services are made in compliance with required specifications and to maintain member confidence and satisfaction with our electric service delivery.
- E.** Conducts line patrol activities and takes corrective actions as deemed necessary to assure safe and reliable service to customers.
- F.** Performs switching procedures when deemed necessary or as directed to facilitate operations.
- G.** Installs sectionalizing equipment and assists with maintenance to provide continued reliable service within the required specifications.
- H.** Connects single-phase and multi-phase transformer connections using the correct configuration to assure end user of proper voltage levels.
- I.** Makes frequent checks of tools and protective equipment.
- J.** Assists in the maintenance of vehicles and equipment assigned to work unit to assure that they are safe, operable and that the required documentation is completed.
- K.** Maintains material inventories and completes required documentation for assigned vehicle and projects to assure proper material records are kept.
- L.** Attends and participates in safety meeting to become aware of safety rules and regulations.
- M.** Responsible for connects, disconnects and collection of overdue accounts.
- N.** Conduct job briefings and complete pre-work paperwork and Job Briefing Sheets.
- O.** Must have working knowledge of computers, Cooperative mapping system, and all Cooperative line trucks and equipment.
- P.** Other duties as assigned.

III. PHYSICAL REQUIREMENTS

Must meet and maintain all physical requirements as outlined on the attached physical requirements sheet that is incorporated as a part of this job description.

IV. SAFETY SENSITIVE CLASSIFICATION

This classification is a “safety sensitive” position as defined by the United States Department of Transportation drug and alcohol testing regulations, the Oklahoma Standards for Workplace Drug and Alcohol Testing Act and/or Oklahoma Medical Marijuana laws. Under the Federal Motor Carrier Safety Regulations (FMCSRs), a person is not physically qualified to drive a CMV if he or she uses any Schedule I controlled substance such as marijuana. Accordingly, a CMV driver may not use marijuana even if is recommended by a licensed medical practitioner. As a “safety sensitive” classification, you will be subject to drug and alcohol testing, including random testing. Marijuana is one of the substances included in the drug panel

screening. Possession of a medical marijuana license will not excuse you from the testing process, or the consequences of testing positive for marijuana.

Date

Signature

IMPORTANT: According to current laws, management reserves the right to change job duties or working schedules in order to accommodate individuals with disabilities.

