

Apprentice Lineman

Dubois REC is currently seeking qualified candidates for the position of Apprentice Lineman. The successful applicant is to perform installation, trouble shooting, maintenance, repair and operation of an electric distribution system. Applicant must be able to work standby duties and overtime as required. Must relocate or currently live within a twelve mile radius of the headquarters and pass pre-employment exams.

Selected candidate must have a high school diploma, with successful course work in mathematics and science, and a demonstrated potential, either through work experience or education. Basic computer skills required. Candidate must have or be able to obtain a valid Indiana Commercial Drivers License.

The Apprentice Lineman will receive on-the-job training and must be able to successfully complete a 4-year apprentice program sponsored by Dubois REC and Hoosier Energy, with the goal of ultimately becoming a Journeyman Lineman.

Employment applications may be obtained at our office located at 1400 Energy Dr., Jasper or on-line at www.duboisrec.com. Please send the completed application along with resume including references no later than Friday, June 5, 2020 to Dubois REC, Attn: HR Dept., P.O. Box 610, Jasper, IN 47547

Dubois Rural Electric Cooperative, Inc.

Job Description

First thru Fourth Year Apprentice Lineman

I. Objective:

- A. To perform any assigned tasks, involving the installation, inspection, troubleshooting, testing, maintenance, repair and operation of an electric distribution system.
- B. To participate in on-the-job training and in any required course work or other educational opportunities in order to improve electric distribution and service line skills and knowledge with the objective of being a Journeyman Lineman.

II. Duties and Responsibilities:

To be responsible for achieving the objectives and to fulfill all conditions, requirements and limitations set forth by the Hoosier Energy Apprentice Training and Safety (HEATS) Committee pertaining to this job classification to include the following:

- A. Assistance - To perform the preparatory, as well as the clean-up chores associated with various electric distribution projects, as assigned; to be responsible for keeping track of materials and tools, as appropriate; to run errands and perform other appropriate tasks, as necessary.
- B. Training and Development - To assist, with guidance from other line personnel, in the installation, inspection, troubleshooting, testing, maintenance, repair and operation of electric distribution facilities and equipment, in order to attain competence and improve knowledge; to participate in training opportunities in order to gain a working knowledge of the electric distribution systems and equipment.
- C. Technology - To be responsible for learning the following skills, under guidance of a qualified employee:
 - 1. Basic blue print reading, including schematics, symbols, specifications, material lists, staking sheets, sag charts and inventory;
 - 2. Basic math and measurements;
 - 3. Hand tools and portable power tools;
 - 4. Pole climbing;

5. Pole types, classes and treatment;
 6. Hole digging, hauling and basic framing;
 7. Anchoring and guying;
 8. Distribution and service line hardware, apparatus and conductors;
 9. Geographic knowledge of electric distribution system areas, map and customer location numbers.
 10. Grounding of circuits, switch operations, as well as hold card placement and removal;
 11. Inspection of electric distribution and service lines and associated equipment;
 12. Electric distribution safety practices, safety equipment and first-aid skills; also must pass bucket truck and pole top rescue tests.
 13. Operation of line trucks and other motorized equipment, possess a valid Indiana CDL driver's license, to include compliance with D.O.T. regulations;
 14. Job requirements and limitations during emergency conditions;
 15. Development of troubleshooting skills;
 16. Framing, rigging and grounding;
 17. Routine truck and rolling stock inspection and maintenance; and
 18. Tree and brush trimming and cutting or chemically treating right of ways.
 19. Be available for assigned stand-by hours and periodically perform work after normal work hours when called upon.
- D. Tools and Equipment - To be responsible for proper utilization, maintenance and security of assigned tools, equipment and work areas.
- E. Recommendations - To make recommendations to the Manager of Operations, Line Foreman or Journeyman Lineman about any practices, procedures or requirements in order to facilitate maintenance schedules, short and long range plans, or any other efficiencies or cost improvements.
- F. Safety - To act in an exemplary manner in order to maintain and promote safe practices and procedures, and to participate in scheduled safety meetings and first-aid classes.

G. Unless excused by the CEO and General Manager, shall periodically be available for stand-by, and to perform work after normal hours when called upon.

H. Any other duties that may be assigned.

III. Relationships

A. Internal:

1. Reports to: Manager of Operations
2. Directs: None
3. Other:

With Whom	To What Purpose
Journeyman Lineman	Provide assistance and receive training
Training and Safety	Apprenticeship course work
Customer Service Representative	Exchange outage information Communicate information to aid in locating of members Provide billing information Process disconnect and meter change tickets Complete service order reports Assists in collection of delinquent accounts Information needed to resolve high bill complaints
Operations Assistant	Return completed work orders and outage tickets for further processing.
Meter Technician	Cooperation in the installation of single and poly phase meters and associated equipment.

Dubois Rural Electric Cooperative, Inc.

Job Specifications

First thru Fourth Year Apprentice Lineman

Scope: To perform any assigned tasks of a routine nature, involving the installation, inspection, troubleshooting, testing, maintenance, repair and operation of distribution and service line facilities and equipment.

To participate in on-the-job training and in any required course work or other educational opportunities in order to upgrade electric distribution line skills and knowledge and in order to enhance the possibilities for greater responsibility.

Education: High school diploma or its equivalent, to include successful course work in mathematics and science.

Experience: A demonstrated potential, either through work experience or education, for success in electric distribution line occupations.

Skills and Knowledge: Mechanical and electrical aptitude: math and science, dependable and cooperative; valid Indiana Commercial Drivers License, (CDL) with air brake and trailer endorsements.

Benefits: Pension plan; health, surgical and medical insurance; workman's compensation insurance; life insurance; 401k retirement savings plan; holiday, vacation and sick leave; Employee Assistance Program.

Physical Ability to pass the Cooperative's physical qualifications as this job calls for stringent physical requirements in the interest of safety because the work demands a high degree of coordination, dexterity, endurance and strength.
Lifting 100 pounds maximum with frequent lifting and/or carrying of objects weighing up to 50 pounds. Climbing. Balancing. Stooping. Kneeling. Crouching. Crawling. Reaching. Handling. Fingering. Feeling. Talking. Hearing. Seeing.