SPRINGFIELD UTILITY BOARD
Job Description

TITLE: Line Working Foreman
REPORTS TO: Line Superintendent
STATUS: Non-exempt / Union - IBEW
RANGE: Contract

POSITION SUMMARY: The Line Working Foreman is a crew leadership position responsible for directing the work of assigned field crews on various jobs and overseeing the assigned crew in overhead and underground electric construction and maintenance. Performs field analysis of assigned work, as required, including: construction feasibility, work safety, work methods and material requirements. Demonstrates exemplary leadership qualities and exercises sound judgment in the performance of work. Performs other duties as assigned.

MAJOR RESPONSIBILITIES

Essential Functions

1. Supports and models behavior to promote the Mission and Core Values of SUB to staff and customers.

2. Develops and maintains professionalism and effective teamwork in the performance of job duties.

3. Maintains reliable and predictable attendance.

4. Demonstrates and models exemplary leadership to all employees.

5. Provides a positive, inspiring and motivating work environment for staff.

6. Supports, coaches and counsels staff to ensure a productive and efficient team environment.

7. Provides feedback to the Line Superintendent on crew members' performance for use in conducting Performance Appraisals on schedule, as needed and/or required.

8. Openly and effectively collaborates and communicates with other Foremen and managers to identify and solve problems and to coordinates resources.

9. Promotes and maintains open and effective communication with staff. Conducts regular and impromptu tailgate and/or staff meetings to share information.

10. Maintains confidentiality of organizational and staff information.

11. Recognizes contributions and celebrates small and big individual and team accomplishments.

12. Responds with sound judgement to unusual and hazardous circumstances.

13. Represents Springfield Utility Board in a manner conducive to good public relations.

14. Maintains a current Oregon CDL Class A driver's license and maintains a good driving and safety record.

15. Oversees employees assigned to his/her crew in overhead and underground electric construction, fiber installation and maintenance.

16. Maintains a working knowledge of SUB work rules and safety practices; SUB policy and procedures; IBEW contract, with the ability to implement them.

17. Keeps current on construction practices, tools, products and work methods.

18. Performs field analysis of assigned work, as required, including: construction feasibility, work safety, work methods and material requirements.

19. Organizes work to provide efficient execution and interface with other departments. This includes submitting material requisitions to the electric warehouse with adequate advance notice and/or reports possible conflicts to the Line Superintendent so that revisions can be made without delay to the project.

20. Performs and completes assigned work in a timely, efficient and safe manner.

21. Completes associated paperwork accurately and on a timely basis, including, daily time sheets, as-built prints, etc.

22. Ensures that vehicles, equipment and tools used by personnel are kept in safe condition through enforcement of proper use, periodic maintenance and requesting maintenance when necessary.

Marginal Functions
None

Given the dynamic and challenging environment of the utility industry and our mission to provide exceptional service to our internal and external customers, additional duties and responsibilities, other than those listed in this job description, may be assigned (contingent on labor agreement provisions, if applicable). Your supervisor will communicate these changes either formally or informally, verbally or in writing.

Attributes
SUB strives to promote a safe, positive and caring work environment. In addition to the above responsibilities, the following attributes are essential to be a successful employee at SUB:

- Being committed to SUB's Mission and Core Values
- Complying with safety practices and policies
- Being professional, honest, courteous and respectful to others in your conduct
- Being responsive to suggestions to improve performance
- Being flexible to adapt to a changing work environment
- Performing as a productive team member

- Being accountable for your own performance, behaviors and contributions
- Taking the initiative to accomplish your responsibilities to the best of your ability

These qualities in our employees ensure that working at SUB is motivating, fun and enjoyable while performing a valuable service to our utility and community.

OTHERS SUPERVISED

- Journeyman Lineman, Apprentice Lineman, Groundman

MINIMUM QUALIFICATIONS

Experience

- The Line Working Foreman must have a minimum of three years of experience as a Journeyman Lineman, one of which must be at SUB.
- Demonstrated leadership experience and/or demonstrated ability to acquire leadership skills and competency

Knowledge, Skills & Abilities

- Possesses and demonstrates knowledge of working methods and safety rules and ability to implement them
- Demonstrates consistency and excellence in all of the following areas:
  - Positive leadership qualities; viewed as a positive role model by others
  - Team work, coaching skills ability to train others
  - Consistently communicates positively and effectively with co-workers
  - Models exemplary behavior
  - Uses sound judgment and exhibits creative problem solving skills
  - Makes appropriate decisions within scope of authority
  - Excellent planning and organizational skills

Education/Certificates

- The successful completion of a State recognized Journeyman Lineman apprenticeship program and current certification
- Must possess and maintain and OSHA-approved Digger Derrick Crane Certification for SUB's equipment.
- High school diploma or equivalent

PHYSICAL AND MENTAL REQUIREMENTS

- **ALERTNESS & CONCENTRATION**: Maintains full alertness and concentration at all times while working on top of poles and work platforms while around energized wires, even in inclement climatic conditions, at night and at the end of a 36-hour emergency storm shift (with no sleep and break only for meals).

- **ABILITY TO DEAL WITH STRESS**: Makes decisions quickly and calmly when working on poles near energized wires. Thinks and reacts quickly if accidents occur, especially those

involving energized wires or a pole top. Interacts well with co-workers, especially when working with other lineman on poles and in stressful situations.

- **VISION**:

  Far Visual Acuity: Assesses status of fixtures (i.e. wires, and devices) on top of a 45-foot pole from the ground. Sees adequately to drive line truck.

  Near Visual Acuity: Reads small print stamped on metal plates on transformers.

  Peripheral Vision: Maintains full field of vision in all directions to assess proximity to energized wires, co-workers, movements of bucket and other equipment, or objects falling from above. Assesses position of knuckle on bucket truck boom in relation to overhead wires while maneuvering the bucket.

  Color Vision: Judges red, green and yellow traffic lights adequately to drive line trucks on highways. Differentiates red and green control lights on switching equipment and color of underground utility locate paint.

  Depth Perception: Judges depth very accurately to: (1) Ensure positive contact of a connector and an energized wire when using an eight-foot hot stick, when missing contact would cause a dangerous arc; (2) Assess position of the top of a pole with respect to overhead lines while moving the butt of a pole on the ground when setting poles between energized wires; and (3) Assess position of the end of a boom holding a load (i.e. a transformer) from the ground up to 50 feet away, while attempting to get the load within a few inches of the correct position.

  Night Vision: Maintains the visual abilities listed above when working at night and in poor light and inclement weather condition.

- **HEARING**: Hears spoken conversation well while working on top of a 45-foot pole and communicating with a co-worker on the ground, despite heavy background noise from traffic, construction equipment, rain or wind, and when visual signals cannot be used. Hears accurately the high-pitched "fuzzing" noise (about 6,000 Hertz) which occurs when making certain types of connections on energized wires. Hears adequately to operate a two-way radio.

- **COMMUNICATION**: Communicates clearly to be accurately understood and to accurately understand others when on top of a 45-foot pole and speaking to a co-worker on the ground, or when up to 100 feet away from a co-worker when energizing conductors, despite heavy background noise from traffic, construction equipment, rain or wind, and when visual signals cannot be used. Speaks clearly, communicating by two-way radio.

- **STANDING**: The worker stands on a pole or in the bucket of an aerial man lift, usually a minimum of 30 minutes at one time. The worker may actually be up a pole four hours at one time, but maneuvers around the pole at intervals. Total standing time is 15% - 40% of the average shift.

- **SITTING**: Worker sits on a bench-style pickup seat one and one-half hours maximum at one time while driving to a job site. Total sitting is three to four hours per shift.

- **WORKER MOBILITY**: Can change positions frequently.

- **WALKING**: Rarely walks one to two miles at a time on uneven ground. More common maximum distance walked is 1/4 to 1/2 mile. Total walking per shift is 30% - 50%.

- **LIFTING/CARRYING**: 0-10 lbs. - Continuous; 11-20 lbs - Continuous; 21-50 lbs. - Frequently; 51-75 lbs. - Frequently; 75-100 lbs. – Occasionally. Worker climbs pole wearing a belt with 24 lbs. of gear and tools. When positioning a cross-arm, worker may take the full 95 lb. weight while holding cross-arm in place up to 10 seconds until it is secured into position. When performing a pole top rescue of co-worker, worker may take full weight of victim on rescuers belt (could be over 200 lbs). Takes full weight of two spans of wire (about 150 lbs) on shoulder while lifting it up one foot onto an insulator or arms length around the end of a cross-arm using body belt, safety strap and hooks. The hot stick is a telescoping plastic pole that extends to a length of 36 feet and is used to lift parts weighing up to eight pounds up to the pole. Insulators or cross-arms weighing 96 lbs. may be lifted from below waist level to shoulder height up to five times per day. This would involve some twisting since these items would come up on a hand line.

- **PUSHING/PULLING**: The 350 MCM triplex (2-inch diameter wire weighing 1.2 lbs. per foot) is pushed through a 3-inch conduit, often while bent over in a ditch for up to 15 minutes at a time, four times a day. Also may be done while up on pole, standing on hooks, wearing a body belt. Other pushing/pulling would involve using a rake when finishing an underground project.

- **REACHING/HANDLING**: While on a pole, worker occasionally works at full extent of his/her reach and leans back while using tools, often standing on one leg and in awkward positions. May be required to maneuver a chain saw at top of pole to cut off part of pole. Grips and firmly holds hand tools, lines and equipment for several minutes at a time, often at arms length while up on a pole. Squeezes wire cutters to cut 10 mm wire with steel core. Operates finger controls and rotates hot sticks deftly to remove cotter keys from suspension insulators. Threads nuts and washers on cut outs and fixes fuses. Tapes sleeves of wires perfectly and splices rope. Uses tools wearing heavy gloves. Operates five lever controls on buckets of aerial man lifts as well as knobs and levers on wire pulling machine when stringing new wire. Gives hand signals when setting poles. Writes reports and draws diagrams. Uses feet to operate eight buttons which control movements of baskets of aerial man lifts. Uses jack hammers, chain saws, electrical drills, hydraulic tree trimming saws and hydraulic tamps.

- **TWISTING**: Rotates head fully to both sides to observe equipment and co-workers while maintaining body in awkward position on poles. Some twisting is required when lifting items that are brought up to the lineman on a hand line. Often works in awkward positions when on the pole.

- **CLIMBING**: Climbs in and out of buckets and baskets of aerial man lifts with tools and equipment. Climbs 30-90- foot poles using hand safety belt and climbing hooks on boots

while carrying 24 lbs. of equipment. Climbs to ends of cross-arms and down onto suspension ladders on transmission towers. Climbs into manholes into underground vaults. Climbs hills and walks over uneven ground while carrying equipment. Rarely climbs 90-foot transmission poles while carrying equipment; most poles are 30-50 feet.

- **CRAWLING**: Not usually required.

- **ENVIRONMENTAL FACTORS**: Performs a variety of strenuous tasks outside with temperatures varying from below zero to over 100 degrees, sometimes in rainy, windy, snowy or icy conditions. Works around high voltage wires, using hot sticks and insulated rubber gloves when appropriate. Exposed to noise from traffic construction equipment near construction sites, jack hammers, hydraulic saws and tamps, and chippers, used when tree trimming, as well as chain saws up to six hours per day. Hearing protection is provided. Works in confined spaces, such as underground vaults requiring entry through a manhole. Works in ditches 60 inches deep by 24 inches wide when laying underground wire. Exposed to chemicals used to treat poles primarily through skin contact, or inhaling wood dust after drilling. Exposures may include creosote, pentachlorophenol or keminite. Exposed to 1,1,1,-tricholorethane and perchlorathylene, used to clean cables before splicing when installing underground wires. The solvents are placed on a rag and the cable is cleaned. This is often done in the ditch. Exposed to silica-based paints while painting transformers. Some mineral oils are used if transformers or other equipment is damaged. Exposed to numerous types of pollen, depending on location, season or climatic conditions. Bee/wasp stings, animal bites or poison oak may also occur.

- **PRODUCTS AND MATERIALS**: Lumber, wire, bolts.

- **MACHINES/TOOLS/EQUIPMENT**: Power tools, hand tools, jack hammers, chain saws, hydraulic tree trimming saws, hydraulic tamps, rakes, aerial lifts, trucks, Digger Derrick Cranes and hot sticks.

Revised: December 5, 2018