

## JOB DESCRIPTION

<b>Job Title:</b>	Apprentice Lineman	<b>Department:</b>	Electric
<b>Reports To:</b>	Electric Supervisor	<b>Exemption Status:</b>	Non-exempt
<b>Work Status:</b>	Full-time	<b>Latest Revision Date:</b>	March 2026

### POSITION FUNCTION

The Lineman Apprentice is a trainee class used to prepare incumbents to perform highly skilled electrical work on energized and de-energized high voltage and low voltage lines and equipment through a four-year training program. The training program includes on-the-job training under the supervision of the Line Foreman or Lineman consisting of skilled and hazardous electrical work of the journeyman level in the construction, maintenance, inspection and repair of the Board's overhead and underground electrical distribution systems, substations and related equipment, including energized and de-energized lines. A Lineman Apprentice begins the four-year training program as a Lineman Apprentice I and will progress to Lineman Apprentice II, III, and IV by noncompetitive, criteria-based promotion after successfully completing required coursework, on-the-job training, testing, and satisfactory performance appraisals (Note: Credit will be given for previous training and careful consideration will be used to determine the level at which the Lineman Apprentice will begin the program).

This class is subject to random drug and alcohol testing to comply with the Department of Transportation (DOT) Federal Motor Carrier Safety (CFR) Part 382.

### REPORTING RELATIONSHIPS

Performs work under the broad policy guidance and direction of the Electric Supervisor or his/her designee.

### JOB RESPONSIBILITIES

- Construction and maintenance of overhead and underground electric distribution systems
- After proper instruction and training, works on substation operation and maintenance.
- Assists Lineman in the performance of their duties, and performs any other line or electrical construction and maintenance duties which he/she has been trained to do.
- Operates BPW truck and equipment maintenance when required.
- Maintains street lights.
- Assists with record keeping and administration.

- Deals courteously and diplomatically with the general public.
- Performs other related duties as assigned by Electric Supervisor.
- Abides by all Safety rules and Incident Investigations outlined in the BPW Safety Procedures and/or the safety procedures outlined in the Individual Departmental Manual.

## **COMMUNICATION**

- Learns to communicate with customers in solving power problems and satisfying Electric Utility needs.
- Effectively communicates with other workers regarding instructions necessary to complete projects. Completes reports and forms related to requirements, time reporting records, and curriculum.

## **QUALIFICATIONS AND REQUIREMENTS**

- High School Diploma or Equivalent.
- Possession of a valid Class A CDL Delaware driver's license and a good driving record.
- Good knowledge and experience with current methods, materials, tools, and equipment used in electrical distribution construction, inspection, operation, testing, and maintenance.
- Must be able to understand and follow complicated verbal and written instructions.
- Must be able to perform work on a standby or emergency basis.
- Must be able to assume on-call duties for a week at a time.
- Must be prepared to respond to trouble calls in thirty minutes or less.
- Knowledge of standard safety practices and procedures.
- Must be able to work in high places and climb utility poles.
- Any combination of experience and training that provides an equivalent to the minimum desirable employment standards.
- Employee must use reasonable care, judgment, and application of their knowledge in the performance of his/her duties.

## **PHYSICAL REQUIREMENTS**

- Works from elevated heights greater than ten feet, climbs raised poles, ladders, and towers.

- Operates a motor vehicle requiring a valid Delaware Driver's License to travel to work sites.
- Learns to operate boom trucks, bucket trucks, etc., requiring a valid Delaware Class A CDL to operate heavy equipment.
- Learns to operate power hand tools and tools specific to the lineman trade.
- Learns to operate and maintain various switching devices used in electric utility.
- Learns to use safety procedures and equipment associated with electrical hazards.
- Distinguishes colors to identify circuits and color-coded electrical connectors.
- Cleans work area and equipment.
- Works in a variety of weather conditions; in small, cramped spaces; and on or near high-voltage energized lines and equipment. Attends safety and other Electric Utility-related training.

## MENTAL REQUIREMENTS

- Reads and interprets construction plans and schematics related to the installation of electrical power distribution lines.
- Analyzes voltage recordings, charts, and electric trouble reports to make recommendations on replacing or upgrading transformers, services, or related equipment.
- Determines the equipment, tools materials, and manpower needed to complete assigned projects.

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Employee Acknowledgement

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Date

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Manager/Supervisor Acknowledgement

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Date