

# Electric Utility Helper Tompkins County

**Classification:** Non-competitive for the Village of Groton. Competitive PJC for all other locations.

**Labor Grade:** N/A

**Approved:** Village Board Action 12/12/80

**Revised:** 1/84; 5/88; 1/18

**By:** HH, Commissioner of Personnel

## **MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a high school equivalency diploma.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

## **SPECIAL REQUIREMENT:**

The applicant is required to possess a valid New York State Class D driver's license at the time of application and maintain such license for the duration of employment. The Village reserves the right to give preference to candidates who possess a CDL B license but a CDL B is not necessarily required. A CDL will be necessary if/when the employee desires to promote to the next level.

## **DISTINGUISHING FEATURES OF THE CLASS:**

This is manual work of a repetitive nature performed under immediate supervision. An Electric Utility Helper performs a variety of routine manual tasks and must be sufficiently familiar with the tools and terminology of the trade to be able to supply the Electric Utility Worker with tools and equipment quickly. The work is performed under the direct supervision of Electric Utility Workers or the Electric Utility Supervisor. The incumbent will perform all related work as required.

## **TYPICAL WORK ACTIVITIES:**

- Digs holes for power poles;
- Assists in setting and equipping poles;
- Assists Electric Utility Worker by supplying tools, materials and equipment from the ground;
- Loads and unloads equipment trucks;
- Assists in splicing cable and in running and pulling wire;
- May operate a truck, high-lift, backhoe and other automotive equipment when not doing line work;
- Trims trees in the path of transmission wires;
- Reads and records customers electric meters.
- The employee will be required to attend apprentice school as scheduled and as required by the Village.
- The employee is also expected to perform manual labor and other duties in support of other departments of the Village as needed and as directed by the supervisor.

## **KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

- Elementary understanding of the basic concepts of electric power distribution;
- Working knowledge of the tools, terminology, materials and safety precautions of the trade;
- Ability to follow simple instructions;
- Mechanical aptitude;
- Physical strength and endurance;
- The employee's physical and mental condition shall be commensurate with the demands of the position, either with or without reasonable accommodation.

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