



Department: Electric
Prepared By: Electric Department

FLSA Status: Non-Exempt
Prepared Date: June 2010

JOB TITLE: Line Staking Technician

SUMMARY:

Under the general supervision of the Assistant Electric Utility Director, the Line Staking Technician has direct accountabilities and responsibilities in support of the goals and objectives of the electric enterprise and the City's strategic plan.

ESSENTIAL DUTIES AND RESPONSIBILITIES LISTED BY PRIORITY/FREQUENCY:

- Prepare drawings and specifications for electrical distribution lines
- Prepare construction material lists
- Performing cost estimates and prepare job orders using a design software program
- Meets with and assists customers and developers providing accurate and timely information
- Remains current and knowledgeable on all applicable National Electric Safety Codes, and California General Orders 95, 128, and 165
- Maintains familiarity with the feeds and sectionalizing of all distribution lines
- Produces and maintains mapping systems
- Accountable for data quality with the mapping systems
- Maintains and updates maps as required to reflect construction and or maintenance activities.
- Maintains transformer data records
- Manages joint pole transactions, and inspects underground development installs.
- Assists and performs integration of mapping system data as necessary to support other City programs and systems.
- Provides support as the back-up Meter Reader/Warehouse Worker on an as needed basis
- Other duties as assigned.

MINIMUM QUALIFICATIONS, EDUCATION, AND EXPERIENCE:

- 2-year technical degree in engineering technology, GIS, or equivalent experience. (Graduation from a lineman college program/ or apprenticeship with strong PC skills may also be considered.)
- To perform this job successfully, an individual with general supervision must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable



accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Experience with GIS and AutoCAD software.
- Proficiency with MS Office (Word, Excel, Access).
- Knowledgeable of power line construction methods, materials, and equipment.
- Must be a “self-starter” with ability to work independently
- Must have effective written and verbal communication and good customer service skills.
- Strong math skills and attention to accuracy and detail required.

PREFERRED QUALIFICATIONS AND EXPERIENCE:

- 3-years of experience as a Line Staking, Engineering, or GIS Technician.
- Knowledge of NESC, GO 95, and 128.
- Experience with Milsoft Windmil or Partner Staking Program.
- Experience with various types of surveying and GPS equipment (Trimble Pathfinder).

CERTIFICATES, LICENSES, REGISTRATIONS:

- Valid California driver’s license.
- CPR and AED certification.

Every individual holding this position must possess and maintain all certificates, licenses and registrations required by law at the current time or in the future.

PHYSICAL DEMANDS:

- Sitting, standing, stooping, walking, climbing, grasping, lifting, crouching, crawling, manual dexterity, clear speech, clear hearing, clear seeing and driving.
- Required to climb or balance and perform work which involves lifting, pushing and/or pulling of objects which approximate 50 pounds.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

WORK ENVIRONMENT:

- Works in both inside and outside environmental conditions.
- Noise level is usually moderate.
- Verbal, face-to-face contact, email, and telephone.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable



accommodations may be made to enable individuals with disabilities to perform the essential functions.