



## **GROUNDMAN**

### **Job Description**

**Department:** Electric  
**Pay Scale:** \$18.00 to \$23.50  
**Exempt:** No  
**Reports to:** Department Manager/Foreman  
**Date Prepared:** 05/2006  
**Date Revised:** 03/2025  
**Safety Sensitive:** Yes  
**EEO Category:** Skilled Craft

*This job description should not be interpreted as all-inclusive. It is intended to identify the essential functions and minimum qualifications of this job. The incumbent(s) may be required to perform job-related responsibilities and tasks other than those stated in this job description. Nothing in this job description restricts management's right to assign or reassign job-related responsibilities and tasks to this job at any time. Certain functions are understood to be essential; these include, but are not limited to, attendance, getting along with others, working a full shift, and dealing with and working under stress. Any essential function of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.*

**JOB SUMMARY:** This employee will work directly under the supervision of a journeyman lineman, assisting with daily installs, disconnects, power restoration, and associated tasks.

### **ESSENTIAL JOB FUNCTIONS:**

1. Assists during the construction and maintenance of overhead and underground distribution lines of various voltages, including secondary services. Duties consisting of but not limited to the following:
  - a. Digging holes
  - b. Setting poles
  - c. Preparing materials which includes framing and assembly
  - d. Using an approved handline to assist lineman on a pole or in an aerial bucket
2. Assists in loading tools and materials (wire, poles, hardware and specialty tools not already on vehicles) for daily work requirements.
3. Develops an on-going knowledge and awareness of all utility policies and goals, safety codes and regulations as well as all aspects of the job classification.
4. Participate in job training, safety and employee information meetings.
5. Prepare and clean work sites.
6. Safely drives equipment such as bucket trucks and digger derricks.

7. Assists in the maintenance and management of utility vehicles.
8. Not afraid of heights
9. Safely operate chainsaws, knives and other sharp equipment.
10. Accurately reads instruments such as volt and amp meters.
11. Works to ensure the safety of co-workers and the public.
12. May be required to work up to 16 hours without a rest period in emergency situations.
13. Perform any other duties as required or assigned.

### **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty mentioned satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

### **EDUCATION AND EXPERIENCE**

High school diploma or GED

### **RESPONSIBILITY FOR FUNDS PROPERTY AND EQUIPMENT**

Funds, Property & Equipment Responsibility: \$150,000

### **SUPERVISORY RESPONSIBILITIES** None

### **MATHEMATICAL SKILLS**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to prepare and interpret bar graphs.

### **CRITICAL THINKING SKILLS**

Ability to use common sense understanding in order to carry out detailed written or oral instructions. Ability to deal with problems involving a few known variables in situations of a routine nature.

### **SUPERVISION RECEIVED**

Under immediate supervision, performs general assignments of work, with periodic check of performance by supervisor.

### **PREFERRED CERTIFICATES, LICENSES, REGISTRATIONS**

Basic electrical knowledge. Possess a valid Class A CDL license and acceptable driving record.

### **ABILITIES and SKILLS**

Must have the ability to follow written or oral instructions and quickly learn the proper and safe use of tools and equipment assigned. Must have ability to stoop, bend and lift heavy equipment. Must possess a current valid driver's license and have the ability to obtain an Class A commercial Driver's license (CDL). Must have the ability to operate a computer and/or an electronic tablet. This is a safety sensitive position where the employee holding this position has the responsibility for his/her own safety or other people's safety.