

ELECTRIC PRE-APPRENTICE

DEFINITION

To learn to perform semi-skilled and skilled labor in support of the construction, maintenance, and repair of underground and overhead electrical transmission and distribution lines; and to operate construction equipment as required.

DISTINGUISHING CHARACTERISTICS

This is the first level in the Apprentice series. Positions in this class typically have minimal directly related work experience and work under immediate supervision while learning job tasks. It is distinguished from the Electric Apprentice Line Technician in that the latter has completed the two week Pre-Apprentice school and is continuing to learn the full scope of work.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from an assigned supervisor.

Receives technical and functional supervision from a Senior Electric Line Technician, Senior Electric Utility Technician or Senior Electric Materials Technician; may receive technical supervision from an Electric Line Technician or Electric Utility Technician as appropriate.

EXAMPLES OF ESSENTIAL DUTIES - Duties may include, but are not limited to, the following:

Provide materials, tools and equipment for the construction and maintenance of underground and overhead electrical transmission, distribution, fiber optic lines, substations, metering and warehouse.

Assist and support line crews in construction and maintenance of distribution equipment.

Learn to perform the duties of an Electric Line Technician.

Successfully attend and complete a two (2) week Pre-Apprentice climbing and material identification school.

Build and maintain positive working relationships with co-workers, other City employees and the public using principles of good customer service.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

Elementary principles of electricity.

Common construction tools.

Safe work practices.

Ability to:

Successfully attend and complete a two (2) week Pre-Apprentice school that includes climbing thirty-five (35) foot poles, mechanical ability, rigging, tool and material identification and their usage.

Successfully learn to operate various types of equipment used in the electric utility industry such as line trucks, backhoes and cable pullers.

On a continuous basis, know and understand operations, and observe safety rules; intermittently analyze problem equipment; identify and locate equipment; interpret work orders; remember equipment location; and explain jobs to others.

Intermittently, sit while studying or preparing reports; reach, bend, squat, climb, kneel and twist when repairing or installing equipment; perform simple pushing, pulling, and fine manipulation; visually differentiate between colors used for electrical wire coding; see and hear equipment operations and alarm sounds; work in dust, noise and fumes; work on slippery or uneven surfaces; work in underground vaults or enclosed substations and lift or carry weight of 50 pounds or less.

Learn to identify basic system malfunctions.

Learn to work with electrical energy and machinery with moving parts.

Perform work for training purposes a considerable distance above the ground among de-energized high tension lines while attending the Pre-Apprentice climbing and materials identification school.

Prepare and maintain simple records of activities.

Appropriately stock and load trucks with needed supplies on a daily basis; wash and clean trucks.

Work assigned shift schedules; be available for call-back and on-call assignment.

## Electric Pre-Apprentice

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Work unusual and prolonged work schedules during emergencies, seasonally-caused circumstances in varying weather and temperature conditions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

### Experience and Training

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

#### Experience:

One year of construction experience is desired. Electric utility experience is preferred.

AND

#### Training:

Equivalent to completion of the twelfth grade.

### License and Certificate

Possession of, or ability to obtain, a valid California driver's license.

Possession of, or ability to obtain, a valid California class A driver's license within six (6) months of date of appointment.

Possession of, or ability to obtain, First Aid and cardiopulmonary resuscitation (CPR) certificates.

02-09-13	Electric Pre-Apprentice
07-07-10	Pre-Apprentice
08-15-09	Pre-Apprentice Line Tech/Apprentice/Line Tech