

NOTICE OF JOB OPENING

October 30, 2017

JOB CLASSIFICATION: Electric Utility Worker

The Benton Utilities Electric Department is accepting applications for the above position. A job description outlining job responsibilities and qualifications is attached.

Grade 8: Range \$27,256 to \$40,885

Those who are interested in the position should complete an application and submit it to the Human Resources Department as soon as possible. An application is available from the Human Resources Department, Benton Utilities Complex, 1827 Dale Ave, Benton, AR or a printable application is available on line at www.bentonutilities.com under the personnel tab. Position closes at 4:00 p.m. Thursday, November 9, 2017.

BENTON UTILITIES – BENTON, ARKANSAS
JOB DESCRIPTION

JOB TITLE: Utility Worker	DATE: 11/09
DEPARTMENT: Electric Department	GRADE: 8
DIVISION: Public Utilities	FLSA STATUS: Non-exempt
REPORTS TO: Electric Department Manager	EEO CATEGORY: Skilled Craft
Or Line Distribution and Maintenance Foreman	

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 position will be assigned to work on the Benton Utilities service truck. This employee will work directly under the supervision of a journeyman lineman, performing daily installs, disconnects, power restoration, and associated tasks.

ESSENTIAL JOB FUNCTIONS:

1. Follows the direction of a journeyman lineman in daily operations.
2. Climbs utilities poles up to 40 ft. in height.
3. Installs, removes, and maintains pole mounted security lighting systems.
4. Installs, removes, and maintains over-head and underground electrical service drops to homes and businesses.
5. Safely operates equipment such as bucket trucks and digger derricks.
6. Safely works with electric voltages up to 240 volts.
7. Assists in the maintenance and management of utility vehicles.
8. Understands and follows the Benton Utilities safety manual.
9. Must be able to work on-call rotation.
10. Safely operates chainsaws, knives and other sharp equipment.
11. Accurately reads instruments such as volt and amp meters.
12. Works to insure safety of co-workers and the public.
13. Perform any other related 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

Mental alertness and adaptability to office and field area work routines. Equivalent to four years high school, with particular emphasis during high school in office skills, shop skills, or others, plus 3 years related experience and/or training, or equivalent combination of education and experience.

RESPONSIBILITY FOR FUNDS PROPERTY AND EQUIPMENT

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

SUPERVISORY RESPONSIBILITIES None

COMMUNICATION SKILLS

Ability to effectively communicate information and respond to questions in person-to-person and small group situations customers, clients, general public and other employees of the organization.

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.

PLANNING

Considerable responsibility with regard to general assignments in planning time, method, manner, and/or sequence of performance of own work; may also occasionally assist in the planning of work assignments performed by others within a limited area of operation.

DECISION MAKING

Performs work operations which permit frequent opportunity for decision-making of minor importance and which would not only affect the operating efficiency of the individual involved, but would also affect the work operations of other employees and/or clientele to a slight degree.

MENTAL DEMAND

Moderate mental demand. Operations requiring almost continuous attention, but work is sufficiently repetitive that a habit cycle is formed; operations requiring intermittent directed thinking to determine or select materials, equipment or operations where variable sequences may be selected by the employee.

ANALYTICAL ABILITY / PROBLEM SOLVING

Moderately repetitive. Activities with slight variation using a definite set of processes or directions with some degree of supervision. Choice of learned things in situations which conform to clearly established patterns and modes.

USE OF MACHINES, EQUIPMENT AND/OR COMPUTERS

Occasional use of complex machines and equipment (desktop/laptop computer and software, road and production machines and equipment, etc.)

ACCURACY

Probable errors of internal and external scope would have a moderate effect on the operational efficiency of the organizational component concerned. Errors might possibly go undetected for a considerable period of time, thereby creating an inaccurate picture of an existing situation. Could cause further errors, losses, or embarrassment to the organization. The possibility for error is always present due to requirements of the job.

PUBLIC CONTACT

Regular contacts with patrons, either within the office or in the field. May also involve occasional self-initiated contacts to patrons. Lack of tact and judgment may result in a limited type of problem for the organization.

EMPLOYEE CONTACT

Contacts of considerable importance within the department or office, such as those required in coordination of effort, or frequent contacts with other departments or offices, generally in normal course of performing duties. Requires tact in discussing problems and presenting data and making recommendations, but responsibility for action and decision reverts to others.

REQUIRED CERTIFICATES, LICENSES, REGISTRATIONS

Must have basic electrical knowledge. Must possess a valid Class "B" CDL license and acceptable driving record.

PREFERRED CERTIFICATES, LICENSES, REGISTRATIONS

Not indicated.

SOFTWARE SKILLS REQUIRED

Not indicated.

ADDITIONAL INFORMATION

May be required to work up to 16 hours without a rest period in emergency situations.

PHYSICAL ACTIVITIES

The following physical activities 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 and expectations.

While performing the functions of this job, the employee is continuously required to talk or hear; regularly required to stand, walk, use hands to finger, handle, or feel, reach with hands and arms; and frequently required to sit, stoop, kneel, crouch, or crawl; occasionally required to climb or balance, taste or smell. The employee must occasionally lift and/or move up to 100 pounds; continuously lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision; distance vision; color vision; peripheral vision; depth perception; and ability to adjust focus.

ENVIRONMENTAL CONDITIONS

The following work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the functions of this job, the employee is regularly exposed to work near moving mechanical parts, fumes or airborne particles, outdoor weather conditions; frequently exposed to work in high, precarious places, risk of electrical shock; and occasionally exposed to toxic or caustic chemicals, vibration. The noise level in the work environment is usually moderate.