



UNION JOB DESCRIPTION

TITLE: Generation Helper

DEFINITION:

Performs routine inspection, maintenance and repair and observes the condition of the Generation physical facilities, surrounding grounds, and equipment at the District's Generation Projects, recreation sites, and other Generation-related properties. Responds to the public in a courteous and efficient manner.

DISTINGUISHING CHARACTERISTICS:

This position is a step progression position with time and advancement requirements through each of the Generation Helper steps. Generation Helpers are required to obtain a Class A CDL for continued eligibility in the Entry Helper position. A maximum of two (2) opportunities to achieve the required CDL certification will be offered. Failure to successfully obtain a Class A CDL within set parameters could result in employment actions up to and including termination.

ESSENTIAL JOB FUNCTIONS:

Step 1 (First Six (6) Months):

1. Survey District property and facilities for debris, refuse, etc. which has been left by the public. Perform removal of debris as needed in order to maintain the appearance of the generating projects and grounds. Keep grounds free of debris such as garbage, fallen tree limbs, and excess leaves. Empty trash at recreation sites.
2. Respond to public inquires including such items as directions, use of recreation site, etc. in a courteous manner. Advise public of watershed usage rules and regulations. Report violators to supervisor or appropriate law enforcement agency.
3. Assist with vehicle and equipment loading, unloading and clean-up.
4. Operate District vehicles that do not require a CDL and transport loads as required.
5. Assists various Jackson-based staff with associated duties as assigned.
6. Attain familiarization with the Accident Prevention Manual, applicable state and District safety rules, tools and equipment of the trade and fueling procedures.
7. Attend training as assigned (for example, CPR, First Aid, and Defensive Driving training).
8. Perform other related duties as assigned.

Step 2 (Second Six (6) Months):

1. Perform all duties outlined above.
2. Maintain easements and rights-of-way at Generation Projects using tractor mounted mower and articulated boom arm to mow and cut away grass, small trees, limbs and brush. Maintain tractor, mounted mower, and boom arm, performing maintenance and minor repairs as needed.
3. Clean and unplug ditches and culverts. Clear downed trees and limbs on Project roadways using a chainsaw and vehicle mounted winch.
4. Learn and train on Critical area vegetation management policies and practices.
5. Repair minor physical damage to Generation public facilities and related items including, but not limited to, painting, restoring fences and road gates, restroom doors, picnic tables, etc.
6. Learn and assist with recordkeeping (work sketches, stock issues/returns, parts issues, etc.).
7. Attend basic electricity class(es).

Step 3 (Third Six (6) Months):

1. Perform all duties outlined above.
2. Observe condition of operating equipment such as diesel electric generator and add oil if necessary. Perform walk through of powerhouse looking for abnormal conditions.
3. Perform landscaping duties around Generation Projects including, but not limited to, mowing, edging, line trimming, hauling, and laying beauty bark, gravel, sand, etc., falling trees, operating chain saw and other associated equipment.

4. Train on various pieces of equipment using best work practices.
5. Attend CDL training and obtain CDL certification. A maximum of two (2) opportunities to achieve the required CDL certification will be offered.

Step 4 (Thereafter)

1. Perform all duties outlined above.
2. Possess and maintain a valid Class A CDL
3. Drive District vehicles with or without trailers or other equipment in tow.
4. Load and unload material/equipment.
5. Demonstrate proper and safe use of tools and equipment of the trade.
6. Attend equipment operation training.
7. Demonstrate knowledge of materials and standards used in line construction and maintenance.
8. Avoid and/or minimize damage to public and private property.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Basic hand and power tools and appropriate use.
- Operation of tractor mower and associated parts.
- Chain saw operation.

Ability to:

- Safely and properly use tools and equipment of the trade.
- Adapt to driving and operating all District vehicles not requiring a CDL, including tractor mower, trailers, and associated equipment.
- Obtain and maintain a valid Class A CDL upon CDL training completion and thereafter.
- Work outdoors in varying weather conditions.
- Lift and move up to 65 pounds; descend and ascend up to 20 flights of stairs (roughly 200 treads).
- Work independently.
- Use proper radio procedures with District Dispatchers and Powerhouse staff.
- Understand and follow directions.
- Communicate effectively with co-workers, various agencies, and the general public.
- Demonstrate mechanical ability.
- Physically perform duties of job.

Education/Experience:

- High school diploma or equivalent.

License/Certificates:

- Valid Washington State Driver's License, with a good driving record (immediately).
- Must sign up for District CDL training during third six (6) month period and obtain a Class A CDL.
- Obtain valid CPR and First Aid certificates within six (6) months from job start date.
- Successful completion of the following sequential testing process; applicants/bidders must pass each of the preceding steps to be eligible to move to the next step in the testing process:
 - (a) Pass Entry/Line Helper written test.
 - (b) Pass District Driving Test.
 - (c) Pass Entry Helper strength test.
 - (d) Pass a joint collaborative interview process.
 - (e) Pass a criminal background check and driving record check.
 - (f) Pass pre-placement physical exam (to be done after verbal job offer).

PREFERRED QUALIFICATIONS:

- Experience in complying with U.S Forest Service fire regulations and regulations for access to public forestlands.
- Two (2) years' work experience of a mechanical nature in the field of logging or construction.

WORKING CONDITIONS:

- Duties are performed in a variety of environments both indoors and outdoors, in varying weather conditions, and in remote wilderness areas. Work is physical in nature and incumbent may be exposed to wild animals.
- Must be able to operate hazardous equipment such as chain saw to fall trees.
- Frequent walking is required to inspect basin and projects.
- Work is performed independently and alone, with infrequent face-to-face contact with other employees, and may only have contact with other District staff via a radio.