



UNION JOB DESCRIPTION

TITLE: Line Construction General Foreman

DEFINITION:

Assists Construction Superintendent and/or Distribution Services Manager (DSM) with directing the work of line crews, Outside Service Lineman (OSL's), Line Inspectors, and Major Yard employees, including but not limited to, reviewing and approving time cards for final approval, work sketches, and PTO requests. Works with the Superintendent and/or DSM to set and achieve goals towards improving existing work practices. Performs field visits, observing overhead and underground line construction and maintenance activities ensuring efficient and safe use of resources in the most cost-effective manner.

DISTINGUISHING CHARACTERISTICS:

The General Foreman (GF) classification is distinguished from the Foreman classification by the increased responsibility for directing, training, and assessing employees and ensuring safety rules and regulations are followed.

The GF is required to periodically make unannounced job site visits after hours at a frequency determined by the Construction Superintendent or Distribution Services Manager. The GF is expected to respond when significant circumstances, as pre-determined by the Construction Superintendent or Distribution Services Manager, require the presence of the GF on site. The GF may take call outs as part of regular crew structure but will be placed at the bottom of the Journeyman classification call out lists.

The GF shift will begin thirty (30) minutes before the designated Core Hours of the assigned headquarters and will adjust with summer hours and shall be a nine (9) hour shift, including a thirty (30) minute unpaid lunch. When working this shift, the GF shall receive one-half (1/2) hour of overtime pay as set forth in Subsection 7.2.1.

The GF position shall be filled in accordance with the process set forth in Subsections 6.2.5 and 6.2.7 of the Collective Bargaining Agreement. The interview team will be comprised of an equal number of management and Union members. Union members for the interview team will be by selection of the IBEW.

BASIC RESPONSIBILITIES:

- Follows and ensures application of and compliance with related safety rules.
- Responsible for overseeing and directing Line Crews (All Lineman classifications, Apprentice Lineman, Equipment Operators, Line Helpers, Entry Helpers, Flaggers and other District personnel) in the construction, installation, repair, maintenance and removal of electrical line equipment and accessories associated with the transmission and distribution systems, energized or de-energized, overhead and underground in accordance with safety and construction standards and regulations.
- Reinforces performance expectations, work priorities, and staff assignments.

- Evaluates staffing needs of the department and makes recommendations for anticipated needs of department.
- Reviews work sketches to ensure maximum utilization and proper use of personnel, materials, and equipment within the Crew Structure Guidelines. Resolves any construction or design issues.
- Advises, counsels and/or consults with Crew Foreman on more complex projects and emergency repair situations.
- Reviews and approves time cards in preparation for final approval.
- Inspects completed work.
- Responds to customer questions and/or complaints regarding activities and responsibilities to the public.
- Completes incident reports with employees and follows up with safety learnings.
- Leads, participates in, and/or recommends Continuous Improvement (CI) projects for department.
- Enhances communication and relationships with other departments and line crews.
- Works overtime as directed and as conditions dictate.

OTHER RESPONSIBILITIES:

- Assists in the development of departmental goals and objectives and the departmental budget.
- Assists in the leading and staffing of the Storm Center during major outages to coordinate the District's restoration activities.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

Knowledge of:

- Leadership principles and practices.
- Electric utility, operations, construction concepts and practices related to line construction and maintenance projects.
- Electrical transmission, distribution, maintenance and system protection systems.
- Engineering principles as they apply to line construction and maintenance.
- Safety rules and regulations and District Accident Prevention Manual.
- Tools, materials and equipment of the trade.
- Collective Bargaining Agreement.
- Negotiation, relationship building/partnering, and conflict management/ mediation.
- District policies and procedures.
- Computer applications.
- Basic math.

Ability to:

- Lead, coordinate and coach.
- Communicate and work effectively with all levels in the organization, outside agencies and the public.

- Understand and apply District Construction and Maintenance Standard Practices and Electrical Service requirements.
- Identify, analyze and resolve problems.
- Read, interpret and understand work sketches and blueprints.
- Learn and apply District's Collective Bargaining Agreement.
- Learn, interpret and apply District Directives, policies and procedures.
- Initiate tasks and work independently.
- Coordinate a variety of responsibilities and activities.
- Use computer and District applications.
- Use independent and discretionary judgment.
- Manage confidential information.

Education/Experience:

- Seven (7) years directly related electric utility experience, five (5) of those years performing as a Journeyman Lineman, AND;
- Two (2) years in a Foreman, Lead or supervisory capacity at the District.

License or Certification:

- CPR and First Aid Card.
- Valid Washington State Commercial Driver License Class A.
- Journeyman Lineman Certification

WORKING CONDITIONS:

- Duties are performed in office and field locations.
- May be on call and serve as Duty Supervisor as required.
- Incumbent will be exposed to varying weather conditions.
- Incumbent will be required to walk over uneven terrain and around energized equipment.