



DEPUTY LINE CREW CHIEF

Jurisdiction Class: Competitive
Civil Division: Village
Adopted by PO: 3/15/2022

DISTINGUISHING FEATURES OF THE CLASS:

This position is responsible for assigning work and procedures to be followed in the installation and maintenance of underground and overhead electrical power systems and equipment. The work is performed under the general supervision of the Electric Superintendent and Line Crew Chief, with leeway allowed for the use of independent judgement. Supervision is exercised over the work of Senior Lineworkers, Lineworkers and Apprentice Lineworkers. Does related work as required.

TYPICAL WORK ACTIVITIES:

Reports orally and in writing to the Line Crew Chief activities of the Electric Department;
May act for and in the place of the Line Crew Chief in the Chief's absence;
Prepares and designs plans for new and renovated electric installations using Design and Construction Standards taking into consideration layout, material sizing, code compliance, and customer communication;
Prepares and maintains detailed computerized and handwritten records and reports;
Prepares annual divisional budget for inclusion in departmental budget submission;
Consults with a variety of public and private agencies, organizations and professionals including the New York State Department of Transportation, other utility companies and private contractors;
Responds to public inquiries and questions relative to the work including inquiries and questions from residents;
Orders materials and keeps inventory of electrical supplies;
May supervise and train subordinate personnel and conducts annual performance evaluations;
May supervise and participate in the maintenance and repair of all electrical assets including vehicle, equipment, building and grounds;
May assign, schedule and inspect the work of subordinate personnel in conjunction with the Line Crew Chief;
May attend Village and Municipal business meetings as necessary;
Regularly communicates electrical department needs and activities to the Department of Public Works;
Assists with the procurement for all electric department purchases;
Performs other duties as assigned.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Thorough knowledge of state and local codes governing the installation and maintenance to electrical work performed;
Thorough knowledge of the common practices, tools, terminology, theory and principles of electricity and electric distribution systems and safety precautions of the electrical trade;
A high degree of skill in the use of tools and equipment of the trade;
Good knowledge of the geography of the municipality;
Working knowledge of the local governmental budget process and procedures;
Working knowledge of office record keeping and basic office equipment;
Working knowledge of first aid methods, including resuscitation methods;
Working knowledge of public works projects and activities;
Ability to climb poles and towers;
Willingness to work under all weather conditions and report for emergencies;
Ability to diagnose electrical distribution and substation trouble and direct necessary corrective action;
Ability to schedule, supervise and inspect work of subordinate personnel;
Ability to read and interpret electrical blueprints and/or other technical drawings pertaining to the electrical trades;
Ability to analyze and organize data and prepare and maintain written records;
Ability to research and procure needed supplies;
Ability to understand and interpret complex oral instructions and/or written directions;
Ability to establish and maintain effective working relationships with others;
Ability to perform close, detail work involving considerable visual effort and concentration;

Ability to communicate effectively both orally and in writing;
Ability to successfully work with and serve a diverse local community;
Excellent safety record;
Physical condition commensurate with demands of the position.

MINIMUM QUALIFICATIONS: Either:

- a) Graduation from a regionally accredited NYS college or university with an Associate's degree or higher in Engineering Science, Engineering Technology, Construction Technology or closely related field; AND three (3) years of experience in construction, installation, maintenance and/or operation of an electrical utility distribution system as a Lineworker, one (1) year of which involved supervision; OR
- b) Graduation from high school or possession of a high school equivalency diploma; AND five (5) years of the experience as described in (a), one (1) year of which involved supervision; OR
- c) An equivalent combination of education and experience as defined by the limits of (a) and (b) above.

SPECIAL REQUIREMENTS:

- a) Possession of a valid NYS Commercial Driver's License (CDL) at time of application. Such license must be maintained in good standing throughout the tenure of employment in the position.
- b) Qualified Electric Person (QEP)