



**NOW HIRING:**

## **JOURNEYMAN LINEMAN**

The City of Miami is currently seeking a team-oriented individual to join our Electric Crew.

This position is responsible for the installation, repair, and maintenance of overhead and underground electrical power lines and auxiliary equipment. Position is of the highest progression for a lineman and is expected to know all aspects of job.

The core competencies to be successful in this position include work environment/safety, dependability, job knowledge, and quality.

A complete job description and application may be obtained in the Human Resources Department of the City of Miami located at 129 5<sup>th</sup> Avenue NW, Miami, OK 74354 or on the City's website [www.miamiokla.net](http://www.miamiokla.net).

Salary for this position is commensurate with experience.

Applications will be accepted until 5:00 P.M. on Monday, May 20, 2019.

If interested in this position, please return the completed application and current resume to the Human Resources Department or via email to [applications@miamiokla.net](mailto:applications@miamiokla.net)



### Salary:

Commensurate with  
experience

Regular Full-Time

### Benefits:

Health Insurance

Retirement

Paid Vacation

(after one year of  
employment)

12 paid Holidays

All applicants must pass  
the following

pre-employment  
screenings: background,  
physical, and drug  
screen

High School Diploma or  
GED required

The City of Miami is an  
Equal Opportunity  
Employer

CITY OF MIAMI  
129 5TH Avenue NW  
Miami, OK 74354  
918-542-6685  
[www.miamiokla.net](http://www.miamiokla.net)

## Journeyman Lineman

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**Department:** Public Utilities  
**Division:** Electric  
**Function:**  
**Market Survey:**  
**Work Schedule:** Varies  
**Location:** Operations Center

**Job Status:** Full-time  
**FLSA Status:** Non-exempt  
**Reports to:** Director of Public Utilities  
**Amount of Travel Required:** 0  
**Positions Supervised:** 0

### POSITION SUMMARY

Position installs, repairs, and maintains overhead and underground electrical power lines and auxiliary equipment. Position is the highest progression for a lineman and is expected to know all aspects of job.

### ESSENTIAL FUNCTIONS

#### Reasonable Accommodations Statement

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

#### Essential Functions Statement(s)

- Strings, splices, transfers, and sags wire in energized or de-energized circuits; and connects wires and transformers as directed; regularly working on above ground poles using climbers and safety belt or a bucket truck.
- Assists in training apprentice linemen in the technical aspects of performing the duties of a journeyman lineman.
- Routes or re-routes power lines over, under, or around existing lines and structures; regularly working above, on, or in close proximity to energized lines using appropriate safety equipment.
- Performs substation visual inspections and preventive maintenance inspections and repairs.
- Work with the Metering/SCADA technician to ensure that all substation electronics, transformer wiring, relaying, SCADA, street lights, well pump controls, and other City owned electrical equipment is maintained and in good working order.
- Installs, removes, transfers, maintains and/or repairs cross arms, pins, insulators, guys, transformers and other overhead pole and U.R.D. (Underground Residential Distribution) equipment.
- Installs and removes transformers, self-contained meters, cut-outs, disconnecting switches, circuit breakers, and other overhead line and URD devices, rigging block and tackle where necessary, or working with a ground crew and winch to raise or lower equipment.
- Inspects lines, poles, and equipment for signs of damage or wear and reports deficiencies.
- Assists in carrying poles, digging holes, and guying poles involved in the setting or replacing of poles.
- Open switches or attach grounding devices to remove electrical hazards from disturbed or fallen lines, or to facilitate repairs.
- Identify defective sectionalizing devices, circuit breakers, fuses, voltage regulators, transformers, switches, relays or wiring, using wiring diagrams and electrical testing instruments.
- Handles emergency and loss of power electric distribution system situations.
- Conducts trouble analysis, repair, and operation of City of Miami Electric Distribution Systems.

**Supervisory Responsibilities:** None

## POSITION QUALIFICATIONS

### Competency Statement(s)

- Work Environment/Safety
- Dependability
- Job Knowledge
- Quality

## SKILLS & ABILITIES

**Education:** High School diploma or GED.

**Experience:** Previous work as a journeyman lineman for two years preferred.

**Computer Skills:** Basic computer skills in Microsoft Office software.

**Certificates & Licenses:** Valid Class A CDL license.  
Driving record that is acceptable to insurance carrier.  
Journeyman Lineman Certificate.  
First and CPR certification.

**Other Requirements:** Registered 8000 hours with Board of Labor as Power lineman with verification certificate.  
Completes and passes testing of Apprenticeship Program with 80% or higher score.  
Knowledgeable of ANSI Z133.1-1994 Tree Clearance Safety.  
Ability to operate a bucket truck or Digger Truck.  
Ability to work at heights or confined spaces.

### Response Time Requirement:

The employee is required to live within a close enough proximity to their normal reporting location such that they can respond to the worksite in a timely manner when a quick response is needed. The timely response will be needed at times of emergency system repairs and similar activities. In order to meet this requirement the employee must be able to be at work within 30 minutes of being notified while driving under normal conditions and at the legal speed limit. It is understood that the employee may need some time to leave their residence but it is expected that this time should be kept to a minimum so that they arrive at work in a timely manner. Employees that are new to this position and have not previously been required to comply with a residency requirement are not required to meet this residency requirement when they begin this position but will be required to comply with this requirement prior to completion of their initial six (6) month introductory period.

## PHYSICAL DEMANDS

Physical Demands		Lift/Carry	
Stand	F	10 lbs or less	C
Walk	F	11-20 lbs	C
Sit	O	21-50 lbs	F
Handling / Fingering	C	51-100 lbs	O
Reach Outward	F	Over 100 lbs	N
Reach Above Shoulder	F	<b>Push/Pull</b>	
Climb	F	12 lbs or less	C

Crawl	O	13-25 lbs	C
Squat or Kneel	F	26-40 lbs	F
Bend	F	41-100 lbs	O

- N (Not Applicable)** Activity is not applicable to this occupation.
- O (Occasionally)** Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
- F (Frequently)** Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
- C (Constantly)** Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

**Visual Requirements (check all that apply)**

<input checked="" type="checkbox"/>	Close vision (clear vision at 20 inches or less)
<input checked="" type="checkbox"/>	Distance vision (clear vision at 20 feet or more)
<input checked="" type="checkbox"/>	Color vision (ability to identify and distinguish colors)
<input checked="" type="checkbox"/>	Peripheral vision (ability to observe up and down, left and right while eyes are fixed on a given point)
<input checked="" type="checkbox"/>	Depth perception (three-dimensional vision, ability to judge distances and spatial relationships)
<input type="checkbox"/>	Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus)
<input type="checkbox"/>	No special vision requirements

**WORK ENVIRONMENT**

Work environment varies from job site to industrial locations with exposure to elements, heights, and confined spaces.

Effective Date of Job Description: \_\_\_\_\_ Last Reviewed: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Employee Name: \_\_\_\_\_

HR Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Head Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The City Management has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and the City of Miami reserves the right to change this job description and/or assign tasks for the employee to perform, as the City may deem appropriate.





# Application for Employment

City of Miami  
Human Resources Division  
PO Box 1288 [129 5<sup>th</sup> Avenue NW]  
Miami, OK 74354-1288  
918.542.6685

Position applied for: \_\_\_\_\_

\*You must specify a position.

Date: \_\_\_\_\_

**Please completely fill out the following form. [Please Print]**

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_  
LAST / FIRST / MIDDLE

Address: \_\_\_\_\_ Phone #1: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone #2: \_\_\_\_\_

How did you hear about this position? \_\_\_\_\_

Have you read the job requirements for this position? If YES, can you perform the essential functions of the position for which you are applying with or without a reasonable accommodation? If NO, please explain.

\_\_\_\_\_

Are you legally eligible to be employed in the United States?

Will sponsorship be required?

Are you over the age of 18? (If NO, you may be required to provide authorization to work.)

Have you ever been convicted of a felony?

Have you ever been convicted of a misdemeanor?

Have you ever received a deferred judgment or any other probationary disposition for a felony or misdemeanor?

If YES, please explain below: (A conviction will not necessarily result in the denial of employment.)

\_\_\_\_\_  
\_\_\_\_\_

Have you ever worked for this City before? If YES, when? (give dates) \_\_\_\_\_

Department/Supervisor/Job Title: \_\_\_\_\_

Are you available to work: Days Nights Weekends Full Time On Call 10 Hour Days  
(Check all that apply)

Are you presently employed? If YES, why are you considering leaving?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMPLOYMENT HISTORY**

LIST your last three [3] employers [beginning with your present or most recent], include military experience.  
 EXPLAIN any gaps in employment in comments section below.

Employer	Telephone	Dates Employed		Summarize the nature of the work performed and job responsibilities:
		From	To	
Address				
Job Title		Hourly Rate		
		Starting		
Immediate Supervisor & Title		\$	Per	
Reason for Leaving		Hourly Rate		
		Final		
May we contact for reference      YES      NO      Later		\$	Per	
Employer	Telephone	Dates Employed		Summarize the nature of the work performed and job responsibilities:
		From	To	
Address				
Job Title		Hourly Rate		
		Starting		
Immediate Supervisor & Title		\$	Per	
Reason for Leaving		Hourly Rate		
		Final		
May we contact for reference      YES      NO      Later		\$	Per	
Employer	Telephone	Dates Employed		Summarize the nature of the work performed and job responsibilities:
		From	To	
Address				
Job Title		Hourly Rate		
		Starting		
Immediate Supervisor & Title		\$	Per	
Reason for Leaving		Hourly Rate		
		Final		
May we contact for reference      YES      NO      Later		\$	Per	

**Comments [including explanation of any gaps in employment]:**

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**Skills & Qualifications:** Summarize special skills/qualifications acquired from employment or other experiences that may qualify you for work with this organization.

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**EDUCATION**

	Name and Location of School	Course of Study	# of Years Completed	Diploma or Degree Received
High School				
College				
Vocational or Trade School				
Graduate Work				

**Have you completed any special courses, seminars and/or training that would enable you to perform the position for which you are applying?** If YES, please describe:

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**REFERENCES**

List name and telephone number of three business/work references who are not related to you. If not applicable, list three non-work references who are not related to you.

Full Name of Reference	Relationship	Telephone / contact information	Years Known

List any additional information / comments you would like us to consider: \_\_\_\_\_

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# Employment Application Disclaimer and Acknowledgement

**By initialing, I understand and acknowledge the following:**

- \_\_\_\_\_ The City of Miami is an equal opportunity employer, except as specifically noted in job classifications for which certain laws may provide other rights. Applicants will receive consideration for positions, without regard to race, color, religion, age, sex, sexual orientation, marital status, disabilities, veteran status, national origin, and any other characteristics protected by federal, state or local law.
- \_\_\_\_\_ I certify that the information contained in this application is correct to the best of my knowledge. I understand that to falsify or provide misleading information is grounds for refusing to hire me, or for discharge should I be hired.
- \_\_\_\_\_ I authorize any person, organization or company listed on this application to furnish you any and all information concerning my previous employment, education and qualifications for employment. I also authorize you to request and receive such information. I hereby release from liability the Employer and its representatives for seeking such information and all other persons, corporations or organizations for furnishing such information.
- \_\_\_\_\_ In consideration for my employment, I agree to abide by the rules and regulations of the company, which rules may be changed, withdrawn, added or interpreted at any time, at the company's sole option and without prior notice to me.
- \_\_\_\_\_ I acknowledge that the City of Miami is an At-Will employer, except as specifically noted in job classifications for which certain laws may provide other rights, that my employment may be terminated, or any offer or acceptance of employment withdrawn, at any time, with or without cause, and with or without prior notice at the option of the company or myself.
- \_\_\_\_\_ I understand that upon a conditional job offer made by the City of Miami, a pre-employment drug test, a complete background check, and a pre-employment physical will be required.
- \_\_\_\_\_ I understand that no representative of the City of Miami, other than the City Manager, has any authority to enter into any agreement for employment for any specified period of time, or to assure or make some other personnel move, either prior to commencement of employment or after I have become employed, or to assure any benefits or terms and conditions of employment, or to make any agreement, that is contrary to the foregoing.
- \_\_\_\_\_ I understand that by checking the box it constitutes a legal signature by me.

## THE CITY OF MIAMI IS AN EQUAL OPPORTUNITY EMPLOYER

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print name of Applicant

\_\_\_\_\_  
Date