



CITY OF BANNING, CALIFORNIA

Powerline Crew Supervisor

Job Code: 5120

FLSA ☐ Exempt ☒ Non-Exempt

JOB DEFINITION: Under general supervision, performs a variety of duties associated with supervising, training and implementing field operations and electrical engineering.

ESSENTIAL FUNCTIONS: *The following duties **ARE NOT** intended to serve as a comprehensive list of all duties performed by all employees in this classification. Shown are duties intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties.*

REPRESENTATIVE DUTIES: Supervises and maintains electrical power and service to the City of Banning customers. Provides assistance to upper management in the construction, operation and maintenance of the electrical system. Troubleshoots electrical problems. Develops switching procedures for transferring load while retaining continuity. Provides maintenance and repair assistance to employees working on transmission lines, distribution lines and substations. Performs or supervises the performance of work activities involving construction, operation or maintenance/repair to the electric substations, metering systems and underground and overhead distribution systems.

Reviews, assesses, coordinates and assigns crew staff. Performs a variety of electrical power distribution system projects and tasks. Oversees and participates in the installation, maintenance, upkeep and repair of electrical power systems, equipment and related items. Repairs damaged structures, electrical equipment, hardware and conductor wire and re-energizes power lines during inclement weather. Provides input regarding staffing, equipment, facilities and related needs. Reviews, assesses and responds to customer complaints and/or concerns. Conducts investigation/assessment. Resolves issues within the scope of designated authority. Inspects, researches and records electric utility data and work incidents.

Performs other duties as assigned or required.

KNOWLEDGE and SKILLS:

- Knowledge of applicable city, county, state and Federal statutes, rules, regulations, ordinances, codes, administrative orders and other operational guidelines and directives.
- Knowledge of the City's and the Department's policies and procedures.
- Knowledge of supervision principles.
- Knowledge of electrical transmission, distribution and substation practices and techniques.
- Knowledge of file and records management.
- Knowledge of customer service techniques and principles.

- Skill in reading, understanding, interpreting and applying relevant city, county, state and Federal statutes, rules, regulations, ordinances, codes, administrative orders, policies and procedures and other operational guidelines and directives.
- Skill in assessing and prioritizing multiple tasks, projects and/or demands.
- Skill in working within deadlines to complete projects and assignments.
- Skill in assessing, analyzing, identifying and implementing solutions to complex problems.
- Skill in establishing and maintaining effective working relations with co-workers, staff, vendors, contractors, visitors, the general public and others having business with the City of Banning.
- Skill in operating a personal computer utilizing a variety of software applications.

(continued on reverse side)

CITY OF BANNING, CALIFORNIA

Powerline Crew Supervisor

Job Code: 5120

MINIMUM QUALIFICATIONS: A high school diploma or GED **AND** seven (7) years of experience in electrical substations, electrical transmission and distribution line work that includes two (2) year of supervision or lead lineman.

ADDITIONAL REQUIREMENTS: Must have at the time of application and must maintain a Lineman Certificate, First Aid Certification and a class A California commercial driver license.