



JOB SPECIFICATION

POSITION TITLE:	Apprentice Network and Cablesplicing Technician
PG:	206B
BU:	IBEW
EEO:	08
FLSA:	Non-exempt
OCC CODE:	1059

POSITION SUMMARY:

Under immediate supervision, assists in the construction, operation, maintenance, restoration, and testing of underground transmission and distribution facilities to ensure uninterrupted, dependable service is provided to customers. Job requires basic knowledge of materials, tools and equipment used in electrical construction and maintenance of underground transmission and distribution facilities, sufficient to perform a range of routine skilled craft tasks. Specific detailed instructions are provided requiring some judgment in rearranging work sequences in specific cases. Identifies and suggests solutions to routine or recurring problems. Work is reviewed in progress and upon completion for accuracy and completeness in following instructions. Regular contact with external customers is required to obtain, clarify or provide facts or information or solve problems.

Participates in an apprenticeship training program in which successful completion of an approved schedule of work experience and training will be required in order to maintain employment. Employees in this classification will enter into a written agreement with JEA and the State of Florida, Department of Labor and Employment Security, Bureau of Apprenticeship.

EXAMPLES OF WORK:

- Participates in classroom and on-the-job training to develop required skills.
- Responds to customer requests and trouble calls.
- Splices and terminates cables of various types and voltages used in primary switches, padmount switchgear, substations, overhead poles, and network transformers.
- Performs lay out and spacing tasks for cables and equipment in manholes and transformer vaults.
- Inspects underground cable systems and prepares written reports.
- Restores service to faulted underground distribution facilities.
- Inspects and repairs transformers, primary switches and protector breakers.
- Operates test equipment to calibrate control relays in network protectors.
- Inspects and cleans transformer vaults and related equipment.
- Performs extensive repairs or replaces network transformers and/or switches.
- Installs recording volt meters for load readings and voltage.

- Participates in system restoration, as required.
- Maintains tools and equipment in safe and proper working condition.
- Complies with safety rules and regulations and employs safe work practices.
- Operates and maintains various construction equipment and vehicles, including vehicle combinations with gross vehicle weight ratings of 26,000 pounds or more such as bucket, derrick, or cargo trucks with cable or cargo trailers and semi-tractors with crane or lowboy trailers.
- Performs other job-related work as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- Basic mathematical calculations.
- Standard methods, materials, tools and equipment used in electrical construction and maintenance.
- JEA Safe Work Practices Manual.
- Occupational hazards, safety rules and regulations and first aid.
- TargetSmart concepts.

Skill in:

- Splicing and terminating a variety of cables.
- Performing lay out and spacing tasks for cables and equipment.
- Inspecting, repairing and replacing transformers, primary switches and protector breakers.
- Operating test equipment to calibrate control relays.
- Maintaining tools and equipment.
- Operating assigned vehicles and equipment.
- Operating standard office equipment and using required software applications.

Ability to:

- Acquire new skills and knowledge and successfully complete required classroom and on-the-job training.
- Identify and recommend solutions to routine or recurring problems.
- Understand and follow oral and written instructions.
- Comply with safety rules and regulations and employ safe work practices.
- Read, write and speak English.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with others.

OPEN REQUIREMENTS:

High School diploma or equivalent and:

To be considered for employment, the applicant will be required to:

1. Pass a Physical Abilities Test that is representative of the physical demands of the job.

LICENSING/CERTIFICATION/REGISTRATION:

A valid driver's license is required prior to employment and must be maintained during employment in this classification; additionally a Commercial Driver's License (CDL) of a certain level and/or with certain endorsements may be required, as will be described in this job specification if applicable.

A valid Class "B" Commercial Driver's License (CDL) is required within sixty (60) days of employment and must be maintained during employment in this classification.

A valid Class "A" Commercial Driver's License (CDL) is required within one (1) year of employment and must be maintained during employment in this classification.

***Note:** Successful completion of an approved schedule of work experience and training will be required during the entire apprenticeship period in order to maintain employment. Employees in this classification will enter into a written agreement with JEA and the State of Florida, Department of Labor and Employment Security, Bureau of Apprenticeship.*

***Note:** The probationary period for this classification is one (1) year.*

***Note:** This is a Safety Sensitive Position - Operates Commercial Driver's License (CDL) classified vehicles.*

PHYSICAL REQUIREMENTS:

Sitting	Up to 3 hours per day	Lifting	Up to 5 hours per day
Walking	Up to 8 hours per day		Up to 50 max. pounds**
Standing	Up to 8 hours per day	Pushing	Up to 5 hours per day
Bending	Up to 5 hours per day		Up to 50 max. pounds**
Squatting	Up to 5 hours per day	Pulling	Up to 5 hours per day
Stooping	Up to 4 hours per day		Up to 50 max. pounds**
Reaching	Up to 4 hours per day	Climbing	Up to 6 hours per day
Balancing	Up to 1 hour per day	Stairs	Up to 6 hours per day
Twisting	Up to 4 hours per day	Ladder	Up to 6 hours per day
Crawling	Up to 2 hours per day	Step-stool	Up to 6 hours per day
Kneeling	Up to 4 hours per day	Excessive heat	Up to 8 hours per day
Typing	Up to 1 hour per day	Excessive cold	Up to 8 hours per day
Data Entry	Up to 1 hour per day	Dust	Up to 8 hours per day
		Humidity	Up to 8 hours per day
		Loud Noise	Up to 8 hours per day
		Hands in Water	Up to 1 hour per day

Unusual hearing or vision demands:	Ability to maintain vision correctable to 20/40 and distinguish colors; normal hearing; good hand and eye coordination.
Other physical demands or notes:	Work requires strenuous physical activity, often at extreme heights and confined spaces for long periods of time. Must be able to climb and work from ladders. **JEA employees should not attempt to lift, pull or push a load in excess of 50 lbs. without assistance. Care should always be taken when lifting, pushing or pulling in an awkward position.

This position requires that employees be in compliance with JEA procedure ES A0200 A0101 RS 628 Screening Personnel Risk Assessments (pre-hire for “FACTA” designations; pre-hire and recurring for “CIP” designations).

DATE APPROVED:

REVISED DATE: 03/03/04; 03/08/04; 06/28/04, 10/1/12, 8/12/13; 8/31/2016