

**AMERICAN ELECTRIC POWER COMPANY
NONEXEMPT POSITION DESCRIPTION**

**ENERGY DISTRIBUTION
ALL REGIONS**

**NETWORK MECHANIC D
JOB # 68015**

I. POSITION SUMMARY

Assist with the installation, rearrangement, maintenance, operation, removal and inspection of underground transmission and distribution facilities (network, URD, UG three-phase commercial and UG station exits). Drive and operate line trucks and associated auxiliary equipment. The following list sets forth the principal duties required for the job. All items apply to underground transmission and network distribution facilities, as applicable. This list is not intended to limit assignment of work or the degree of supervision under all operating conditions. Employee may perform miscellaneous, related, and incidental work in addition to that specifically outlined below.

II. DUTIES AND RESPONSIBILITIES

1. During the first six months in this classification, the employee must demonstrate the ability to operate Company equipment and work in enclosed spaces on de-energized conductors and equipment.
2. After six months in this classification, under direct supervision may work on conductors and equipment energized at voltages up to 260 volts.
3. Perform duties in accordance with the Company's safety rules, regulations, compliance procedures and practices, and report unsafe conditions and practices.
4. Assemble, install, maintain, remove and inspect conductors, fixtures and other associated equipment on de-energized underground network facilities, and assist with work on conductors and equipment energized up to 260 volts (when qualified).
5. Work from bucket trucks or on ladders and below ground within enclosed spaces (vaults and manholes); demonstrate evidence of being at ease when working above and below ground.
6. Learn and demonstrate the required skills to work within enclosed spaces such as: proper set up of barricades, operation of atmospheric monitoring test equipment, and ventilation blowers.
7. Learn and demonstrate the required skills to personal rescue from both bucket trucks and enclosed spaces.
8. Operate mechanized equipment required to install, remove or maintain URD (Underground Residential Distribution) and underground network, transmission and distribution facilities.
9. Become familiar with the techniques of applying both low and highvoltage tapes.

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10. Become familiar with the components that make-up URD primary cable.
11. Set up and operate cable-stripping tools.
12. Learn and install (URD) stress cone, primary cable splice, and outdoor termination.
13. Become familiar with the use and care of insulating rubber gloves, sleeves and other personal protective equipment, and identify the types of grounding cables utilized for personal protective grounding.
14. Assist with loading, unloading, handling, maintaining, installing and removing URD and network equipment.
15. Become familiar with the identification of primary and secondary cable types, sizes and voltage ratings.
16. Set-up and operate portable power tools, generators, water pumps and high-pressure hydraulic tools (10,000psi).
17. Develop knowledge of Series and Parallel Circuits, Ohms Law, and Electron Flow.
18. Become familiar with basic lead skills and techniques of applying oil tape.
19. Learn and understand hand signals for mobile cranes, derricks, and winch lines.
20. Learn and tie six basic knots for rigging.
21. Assist with the installation, maintenance and removal of URD/network services, secondary and primary cable and associated equipment.
22. Remove or replace manhole covers and gratings, lower and hoist materials into manholes and vaults, handle reels of cable and other heavy equipment, and assist in placing in the proper location.
23. Set up and operate a propane heater to prepare solder and splicing compounds.
24. Clean, prepare and paint structures and equipment.
25. Perform construction tasks associated with repairing, replacing, and installing underground facilities, such as shoring and excavation.
26. Install, maintain and remove street lighting equipment.

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27. Set and remove barricades, power units, flags, signs and flares; direct pedestrian traffic.
28. Load and unload materials, properly store tools and equipment.
29. Maintain tools, equipment, and work areas in a clean and orderly condition.
30. Assist in keeping records and submit reports as required.
31. Assist employees of equal or higher classification.
32. Attend and participate in training as assigned.
33. Perform similar or less skilled work as assigned.
34. Report irregularities and abnormal conditions.

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III. QUALIFICATIONS

1. High school graduate or equivalent education and/or experience.
2. No previous work experience required.
3. Must have the ability and desire to acquire the necessary knowledge and skills to perform the duties and/or responsibilities of the key job (Network Mechanic A) in this family and be qualified through demonstration, examination and/or performance appraisal as determined by the Company.
4. Must acquire within such time frame as determined by the company, the qualifications necessary to perform the duties of the next higher classification in the line of progression, or vacate the current job classification.
5. Must be able to distinguish colors on a standard color blindness test.
6. Must possess and maintain a valid state driver's license. Employee shall obtain appropriate licensing as required by federal and/or state law prior to the end of designated probationary period.
7. Must have the ability to deal with employees, customers and the general public in a courteous and proper manner.
8. Must have the ability to write legibly and record accurately.
9. Must demonstrate familiarity with Company safety rules and practices and be proficient in the application of resuscitation and first aid.

IV. PRINCIPAL LINE OF PROGRESSION

From: Direct employment

To: Network Mechanic C

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ADDITIONAL INFORMATION

The following reference is provided as a guideline for persons responsible for directing the duties and responsibilities of assigned personnel, to assist in the safety and development of employees, and is not intended to limit assignment of work or the degree of supervision under all operating conditions:

DIRECT SUPERVISION- When a qualified person is working with/hands-on with the person performing the designated task.

IMMEDIATE SUPERVISION - When a qualified person is near the structure/equipment and is in constant visual and/or verbal contact to the person performing the designated task.

GENERAL SUPERVISION - An employee of equal or higher classification, knowledgeable of the task at hand and not necessarily at the job site.

QUALIFIED PERSON - Network Mechanic or Supervisor who is knowledgeable of the task or work to be performed, and is capable of performing the appropriate emergency rescue.