

**AMERICAN ELECTRIC POWER COMPANY
NONEXEMPT POSITION DESCRIPTION**

**ENERGY DISTRIBUTION
ALL REGIONS**

**LINE MECHANIC B
JOB # 67922**

1. POSITION SUMMARY

Perform all types of work involved with the installation, rearrangement, maintenance, operation, removal and inspection of electrical transmission and distribution facilities. The following list sets forth the principal duties required for the job. All items apply to overhead and underground, 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.

11. DUTIES AND RESPONSIBILITIES

1. Perform duties in accordance with the Company's safety rules, regulations and practices and report unsafe conditions and practices.
- 2 . During the first twelve months in this classification assist with work on energized lines and equipment. During this time frame, the employee should progress from direct supervision to immediate supervision as skill level dictates.

Also, shall be capable of replacing fuses and operate switching and sectionalizing devices energized at any voltage when working under general supervision.

- 3 . After twelve months in this classification, while performing work on energized lines and equipment, should progress from immediate supervision to general supervision as skill level dictates.
4. Assemble, install, maintain, remove and inspect conductors, fixtures and other associated equipment on overhead and underground facilities.
5. Install and operate cutouts, line switches, reclosers and other sectionalizing devices; re-fuse line and transformer devices; test de-energized line or equipment, and place or remove grounds.
6. Operate mechanized equipment required to install, remove or maintain overhead and underground transmission and distribution facilities.

Prepared: 02/08/99
Revised: 05/17/01

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7. Become skilled in the use of live line tools, insulating personal protective equipment, insulating blankets, line hose and other protective equipment.
8. Connect, phase out, parallel and adjust voltage on single and three-phase transformer installations.
9. Use test equipment such as voltmeters, ammeters, maximeters, recording meters, and phase rotation tester.
10. Install and maintain multiple street light circuits.
11. Locate and correct faults and hazardous conditions on lines and/or equipment.
12. Know and follow proper procedures for performing the switching of transmission and distribution facilities in accordance with established switching and tagging procedures.
13. Install, maintain and switch residential and commercial underground distribution facilities. Locate and correct trouble using cable-locating and fault finding tools and equipment.
14. Apply insulating protective equipment when working on energized lines.
15. Install three-phase transformer banks on poles, aerial or ground-mounted platforms.
16. •Install three-phase regulator banks and energize or remove them from service.
17. Install, maintain, operate and remove capacitor banks from service.
18. Patrol and inspect lines as assigned.
19. Maintain tools, equipment and work area in a clean and orderly condition.
20. Maintain records and submit reports as required.
21. Direct the work of employees assigned to assist.

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22. Attend and participate in training as assigned and assist in the training of other employees.
 23. Perform similar or less skilled work.
 24. Report irregularities and abnormal conditions.
 25. Assist employees of equal or higher classification.
 26. Prepare, conduct and facilitate safety meetings.

111. **QUALIFICATIONS**

1. Minimum of two years satisfactory work experience as a Line Mechanic C or the equivalent.
2. Shall have performed the duties of and have all the qualifications of Line Mechanic C or the equivalent and shall qualify through demonstration, examination and/or performance appraisal as determined by the Company.
3. Must demonstrate the ability and desire to acquire the necessary knowledge and skills to perform the duties and/or responsibilities of the key job (Line Mechanic A) in this family.
4. Must be familiar with transformer connections and other generally used circuit connections and the fundamentals of electricity, and have the ability to interpret field prints and switching diagrams.
5. Must be familiar with line circuits and their voltages and procedures and practices for switching operations.
6. Must possess and maintain a valid state driver's license. Must meet all vehicle operation requirements as designated by federal and/or state law.
7. Must have a good working knowledge of the tools, materials and equipment used.
8. Must have a good working knowledge of the Company's transmission and distribution standards.

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9. Must possess the ability to deal with employees, customers and the general public in a courteous and proper manner.
10. Must demonstrate familiarity with Company safety rules and practices and be proficient in the application of resuscitation and first aid.

PRINCIPAL LINE OF PROGRESSION

From: Line Mechanic C or Service Mechanic C

To: Line Mechanic A

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

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