



Position Description

Effective Date: 06/01/2002

Title: Ground Worker	Business Unit: AEP UTILITIES
Location: Applicable Regions	Department: DISTRIBUTION

Position Summary: Assist line mechanics in all types of work involved in the installation, rearrangement, operation, maintenance and removal of electrical distribution facilities. The following list sets forth the principal duties required for the job. 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.

Principal Accountabilities:

1. Operate Company vehicles and associated equipment and perform duties incidental to the operation of such equipment.
2. Assist other employees in the installation, repair and removal of cable, wire and equipment on overhead and underground lines; use hand lines to supply other employees with tools and material.
3. Handle tools and material such as wire, cable, line hardware, apparatuses and devices.
4. Dig and backfill excavations such as those for poles, anchors and underground conduits; assemble material; assist in framing poles.
5. Operate portable power tools, generators, fans and pumps.
6. Set and remove barricades, flags, signs and flares; direct pedestrian and vehicular traffic.
7. Place and remove material on truck; load, unload, handle, set and remove poles.
8. Direct the work of employees assigned to assist.
9. Operate, from the ground and under direct supervision, cutouts, reclosers, line switches and other sectionalizing devices.
10. Learn and perform duties in accordance with the Company's safety rules, regulations and practices and report unsafe conditions and practices.
11. Maintain tools, equipment, vehicles and work area in a clean and orderly condition.
12. Maintain records and submit reports as required.
13. Attend and participate in training as assigned and assist in the training of other employees.
14. Perform similar or less skilled work.
15. Report irregularities and abnormal conditions.
16. Assist employees of equal or higher classification.

Minimum Requirements:

1. Must know the difference between secondary, primary and street light circuits.
2. Ability to read and write and knowledge of arithmetic sufficient to understand written instructions and keep records pertaining to the work.
3. General knowledge of print reading sufficient to interpret and apply information from simple blueprints, one-line diagrams, instruction manuals, construction drawings, etc.
4. Must possess and maintain a valid commercial driver's license. Must possess all vehicle operation requirements as required by federal and/or state law.
5. Must have the ability to deal with customers and other employees in a courteous and proper manner.
6. Ability to plan work and properly instruct others.

Additional Information: