

**AMERICAN ELECTRIC POWER COMPANY
NONEXEMPT POSITION DESCRIPTION**

**ENERGY DISTRIBUTION
ALL REGIONS**

**LINE SERVICER
JOB # 67908**

1. POSITION SUMMARY

Perform all types of work involved with the installation, rearrangement, maintenance, operation, removal and inspection of electrical transmission and distribution facilities. Provide first response to trouble calls; investigate, correct and clear trouble, and provide assistance to construction and repair crews, as required. 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. Coordinate and/or conduct complex circuit switching and restoration of service resulting from trouble calls.
3. Investigate trouble calls; patrol and inspect lines; locate, clear and repair faults on lines and equipment. Refuse line and transformer cutouts; repair and adjust street light control equipment; install and remove transformers, meters and services.
4. Analyze and take corrective action with respect to trouble calls on all types of transmission and distribution circuits and equipment. Use instruments such as voltmeters, ammeters, and maximeters and record readings.
5. Independently interface with emergency forces, such as fire and police departments, to accomplish safe trouble call restoration.
6. Work with hot line equipment on energized circuits for emergency repairs or routine maintenance of facilities.
7. Communicate effectively with customers and formulate a plan designed to serve their needs as well as the Company's in resolving trouble calls. Inform customer if trouble is located in customer's wiring or equipment; investigate radio and TV interference.

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

**AMERICAN ELECTRIC POWER COMPANY
NONEXEMPT POSITION DESCRIPTION**

**ENERGY DISTRIBUTION
ALL REGIONS**

**LINE SERVICER
JOB # 67908**

-
-
8. Install, remove, operate and maintain residential, commercial and industrial facilities, both overhead and underground.
 9. Disconnect and connect meters; read in and read out meters.
 10. Operate line switches; operate switches and replace fuses in stations; request, make and accept line and station clearances.
 11. Operate vehicles and associated equipment, perform duties incidental to the operation of such equipment, and maintain stock of supplies thereon.
 12. Maintain tools, equipment and work area in a clean and orderly condition.
 13. Maintain records and submit reports as required.
 14. Assist employees of equal or higher classification.
 15. Attend and participate in training as assigned and assist in the training of other employees.
 16. Prepare, conduct and facilitate safety meetings.
 17. Perform similar or less skilled work.
 18. Report irregularities and abnormal conditions.
 19. Direct the work of employees assigned to assist.

111. **QUALIFICATIONS**

1. High school diploma or equivalent.
2. Minimum of two years' satisfactory work experience as a Line Mechanic A or the equivalent.
3. Shall have performed the duties of and have all the qualifications of Line Mechanic A or the equivalent and shall qualify through demonstration, examination and/or performance appraisal as determined by the Company.

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

**AMERICAN ELECTRIC POWER COMPANY
NONEXEMPT POSITION DESCRIPTION**

**ENERGY DISTRIBUTION
ALL REGIONS**

**LINE SERVICER
JOB # 67908**

-
-
4. Must have a good working knowledge of Company safety rules and practices and be proficient in the application of resuscitation and first aid.
 5. A thorough working knowledge of the functions of overhead and underground transmission and distribution line facilities.
 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. A thorough working knowledge of compatible unit assembly codes and their applications.
 8. A thorough working knowledge of Company construction and operation standards.
 9. Ability to deal with customers in a courteous and tactful manner.
 10. Ability to interpret circuit maps and switching diagrams.

PRINCIPAL LINE OF PROGRESSION

From: Line Mechanic A or Service Mechanic A

To: Higher Classification

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*

Prepared: 02/08/99

Revised: 05/17/01

**AMERICAN ELECTRIC POWER COMPANY
NONEXEMPT POSITION DESCRIPTION**

**ENERGY DISTRIBUTION
ALL REGIONS**

**LINE SERVICER
JOB # 67908**

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.