Vacancy Announcement
Utility Authority – Electric

Pueblo of Acoma Human Resources Department
P.O. Box 348, Acoma, NM 87034 • 505-552-6728 • www.puebloofacoma.org

JOB TITLE: Electrical Lineman (Full-Time/Regular) PAY RATE: $DOE

OPENING DATE: November 18, 2019 CLOSING DATE: Open Until Filled

POSITION PURPOSE
This position will assist in the coordination and execution of activity within the electric department in accordance with required regulations, policies, budgets, and objectives.

ESSENTIAL DUTIES, FUNCTIONS & RESPONSIBILITIES

1. Execute assigned crew construction and maintenance work.
2. Troubleshoot power delivery issues as individual contributor or as a part of a line crew.
3. Responsible for ensuring electric distribution reliability is maintained and service policies are followed.
4. Resolve operational concerns related to service integrity and resolve metering issues.
5. Operate assigned equipment such as backhoe, digger derrick, aerial manlift, wire pulling equipment for both overhead and underground, dump truck, and excavator.
6. Restore overhead and underground outages.
7. Dig pole and anchor holes; frame and set poles and anchors; install guy wire, sag and tie-in conductors.
8. Install transforms, switches, voltage regulators, oil circuit-reclosers, capacitors, meters, and other electrical apparatus.
10. Install service, connect, disconnect, and reconnect as assigned.
11. Responsible for cutting in double-end for two-way feeds and replacing lightning arresters and guys, on energized and de-energized lines.
12. Evaluate the utility system for maintenance and replacement, including compliance with applicable safety codes.
13. Follow operating procedures, utilizing equipment and technology to improve productivity, customer service, and safety.
14. Support the resolution of any operational concerns related to service integrity including correcting power quality issues and metering concerns.
15. Support metering work including meter reads, sets, and disconnects.
16. Support making safe and select troubleshooting work
17. Analyze outage situations to identify service reliability problems and develop and recommend methods of improving service reliability.
18. Secondary point of contact during power outages, emergencies and other operational issues.
19. Share the on-call duty with the Electrical Superintendent.
20. Promote positive customer relations by diligently executing duties with the public.
21. Attend meetings and trainings, and keeps informed on industry trends
22. Address customer problems or complaints through field visits and site investigations.
23. Produce a system of records for pole line inspections, work projects, and overall facility asset management.

MINIMUM QUALIFICATIONS

Experience: • Four years electrical field experience

Education: • Journeyman Lineman

Other: • New Mexico Commercial Driver’s License – Class B
Mandatory Knowledge, Skills, Abilities and Other Qualifications:

- A record of satisfactory performance in all prior employment as evidenced by positive employment references from previous employers
- Knowledge of Pueblo’s traditional form of government, culture, and traditions
- Knowledge of electrical codes and standards
- Knowledge of practices, methods, tools, and materials used in the electrical utility installation, maintenance, and repair work
- Knowledge of principles of electrical theory related to electrical circuits and wiring systems
- Knowledge of construction and functions of a variety of electrical equipment used in power generation, transmission and distribution
- Knowledge of safety regulations, policies, and procedures applicable to assigned tasks
- Knowledge of safe practices pertaining to work from buckets and climbing poles with high voltage energized lines
- Skill in electric utility design, project management, operation of power systems and utility construction techniques
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- Skill in operating, adjusting, and servicing equipment used in the basic trade
- Skill in pole-top and bucket rescue procedures
- Skill in operating business computers and office machines, including in a Windows environment, specifically Word, Excel, Access, and presentation software (such as PowerPoint)
- Ability to learn, read, interpret, apply and explain rules, regulations, policies, and procedures
- Ability to understand and follow oral and written instructions
- Ability to follow health and safety regulations
- Ability to apply the principles of electrical theory to daily tasks
- Ability to climb poles and exercise proper and safe use of hand-tools while working on a pole under strict supervision
- Ability to operate a motorize vehicle in all weather conditions
- Ability to observe legal and defensive driving practices
- Ability to understand engineering drawings
- Ability to interpret equipment and work specifications
- Ability to perform the preparatory work needed to begin a construction site project
- Ability to use tact, initiative, prudence, and judgment within general policy and procedural guidelines
- Ability to establish, maintain, and foster positive and effective working relationships
- Ability to provide continuous effort to improve operations and work cooperatively and jointly to provide quality customer service
- Must be willing to work overtime and to be on standby as required
- Must be dependable; demonstrate good record of attendance and punctuality
- Must be physically able to work in safe and proper manner
- Ability to communicate effectively in the English language, both verbally and in writing
- Ability to work independently and meet strict time lines
- Ability to make solid decisions and exercise independent judgment
- Ability to be persuasive and tactful in controversial situations
- Ability to demonstrate excellence in everything, and continually seek improvement in results
- Ability to perform other duties as assigned

Preferred Qualifications

- Keres speaking
INDIAN PREFERENCE

The Pueblo of Acoma has implemented an Indian Preference Policy. It is the policy of the Pueblo of Acoma to give preference to any qualified person who is an enrolled member of a federally recognized Tribe.

The application of Indian Preference is not automatic. Applicants requesting consideration for Indian Preference must provide valid Tribal enrollment documents certifying his/her Indian blood quantum.

Aside from employment preference as provided in this section, the Pueblo of Acoma shall not discriminate because of race, creed, age, sex, color, national origin, religion, sexual orientation, marital status, medical disability or political affiliation.

OTHER

Confidentiality: All employees must uphold all principles of confidentiality to the fullest extent. This position has access to sensitive information and a breach of these principles will be grounds for immediate termination. An employee will be asked to sign a confidentiality statement upon hire.

Background investigation: This position may be subject to a criminal history background check, a suitability background check and/or a Fair Credit Reporting Act (FCRA) check. In addition, some positions are subject to a 101-630 background check in an effort to ensure compliance with Public Law 101-630 “Indian Child Protection and Family Violence Prevention Act.” Candidates must be able to successfully pass all required background checks to qualify for this position.

Health Requirement: None

Driver Check: All applicants must possess a current valid NM Commercial Driver’s License – Class B and must be insurable through Tribal Automotive Insurance Carrier to qualify for position.

Drug screening: All applicants must successfully pass a pre-employment drug screening prior to beginning employment and may be subject to random drug testing.

To apply, applications are available in the Acoma Human Resource (HR) Office or on-line at www.puebloofacoma.org. All applications must be submitted to the Acoma HR Office for consideration by the closing date of the announcement. All applicants will be given consideration; however, not all applicants will necessarily be contacted or interviewed.

Pueblo of Acoma is a Drug Free Workplace.