

City and County of San Francisco



Department of Human Resources

Gavin Newsom
Mayor

Micki Callahan
Human Resources Director

**NOTICE OF FINAL ACTION TAKEN BY THE
HUMAN RESOURCES DIRECTOR**

Date February 13, 2008

Re: **Notice of Proposed Classification Actions – Final Notice No. 22 FY 2008/2009 (copy attached)**

In the absence of requests to meet addressed to the Human Resources Director, the classification actions contained in the above referenced notice became effective February 5, 2009.

Micki Callahan
Human Resources Director

by:

A handwritten signature in black ink, appearing to read "Kerry Ko", written over a horizontal line.

Kerry Ko
Deputy Director
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
_____ (contact person @ dept)

John Leon, DHR
Linda Cosico, DHR
Micki Callahan, DHR
Steve Ponder, ERD
Christina Fong, ERD
Rich David, ERD
Carmela Villasica, ERD
Anita Sanchez, CSC
Harvey Rose, Budget Analyst
Tinhha Luong, CON
Ron Bladow, MTA
Johnny Zabala, CON
RAS Team Leader(s)
DHR Support Services
File



**NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY
THE HUMAN RESOURCES DIRECTOR**

The following actions are being posted in accordance with Rule 109. In the absence of requests to meet addressed to the Human Resources Director, the proposed changes will become final seven (7) calendar days from the posting date.

Posting No: 22
Fiscal Year: 2008/2009
Posted Date: February 05, 2009

ESTABLISH THE FOLLOWING JOB SPECIFICATION(S):
(Draft job specifications attached.)

Item #	DEPT/ DIVISION	Class/Title
1	PUC	7350 Transmission and Distribution Line Worker \$97,344.00 A

For additional information regarding the preceding proposed actions, please contact, Tom Burns at 557-4881

Requests to meet on an item should be addressed to the Human Resources Director, 1 South Van Ness, 4th Floor, San Francisco, CA 94102. All requests must be received in writing no later than close of business seven (7) calendar days from the posting date. FAX'd copies will be accepted as timely with original to follow. Copies of this notice may be obtained from the Information Center, 4st floor, 1 South Van Ness.

- cc:** All Employee Organizations
All Departmental Personnel Officers
Regina Tharayil, MTA
Anita Sanchez, CSC
Harvey Rose, Budget Analyst
Christina Fong, ERD
Carmela Villasica, ERD
Linda Cosico, DHR
RAS Team Leader(s)
DHR Support Services
Martin Gran, ERD
File

**CITY AND COUNTY OF SAN FRANCISCO
DEPARTMENT OF HUMAN RESOURCES**

Title: Transmission and Distribution Line Worker
Job Code: 7350

INTRODUCTION

Under general supervision, performs skilled line work in the installation, construction, maintenance and repair of overhead and underground line for power lines and/or high voltage overhead transmission and distribution lines, as well as rigging blocks, splicing wires and operating hydraulic lift buckets, and performs related duties as required.

DISTINGUISHING FEATURES

Distinguishing Features: Under general supervision, performs journey level distribution and transmission line duties requiring the ability to analyze and locate faults in transmission lines; climbing high poles and transmission towers using rigging techniques; driving overhead line trucks to remote locations, and keeping routine records of work time and materials used. Nature of work involves considerable physical effort and dexterity with frequent exposure to inclement weather and natural elements and working conditions where serious accidents or injuries may occur. Knowledge of safety measures related to work on overhead and underground lines, as well as use of respirators is necessary. Class 7350 is distinguished from class 7338 by its responsibility for journey level line worker duties involving pole, tower and underground transmission systems of 600 to 230,000 volts or higher. The nature of this work involves specialized training and expertise which is not encompassed by class 7338, which typically works on systems of less than 600 volts.

MAJOR, IMPORTANT, AND ESSENTIAL DUTIES

According to Civil Service Commission Rule 109, the duties specified below are representative of the range of duties assigned to this job code/class and are not intended to be an inclusive list.

1. Installs, repairs, and maintains high tension overhead transmission systems, related feeder lines, towers and poles; performs such maintenance activities when lines are energized as well as de-energized.

2. Maintains, operates, and adjusts electrical transmission and primary power substations ranging from 600 to 230,000 voltage, including circuit breakers, relays, batteries, and controls.

3. Installs and maintains underground and overhead power lines and feeders and

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DEPARTMENT OF HUMAN RESOURCES**

Title: **Transmission and Distribution Line Worker**
Job Code: **7350**

related auxiliary equipment; locates and isolates faulty sections and removes, installs and makes corrections where necessary.

4. Installs watt-hour meter systems, connects potential transformers, current transformers, phase shifting transformers, test switches, reactive meters, demand meters, and watt hour meters.
5. Maintains, operates, and repairs high voltage street light system.
6. Installs, repairs, and maintains high tension overhead transmission systems, related feeder lines, towers and poles; performs maintenance activities when lines are energized as well as de-energized.
7. Installs and maintains street lighting systems including circuits, poles, arms, and luminaries.
8. Tests, inspects, repairs, and replaces overhead and underground transmission and distribution lines and circuits.
9. Maintains utility power generation and transmission systems, and related components, including circuit breakers, relays, switches, and fuses, transformers, busses, and underground cables, feeders, and associated equipment.

IMPORTANT AND ESSENTIAL KNOWLEDGES, SKILLS, AND ABILITIES

Knowledge of: the theory of electricity, particularly as applied to overhead and underground lines, including high voltage transmission lines; line construction and maintenance methods and procedures, including California State PUC General Order Number 95; standard safety practices and procedures utilized in the field, including practical application of pole-top resuscitation and first aid techniques; electrical terminology needed to understand the functions and workings of electrically controlled equipment.

Ability to: analyze and locate malfunctions in lines and make necessary repairs; read and interpret plans and drawings; use tools and techniques to work on energized and de-energized lines; handle and operate high voltage testing equipment and high voltage switchgears and transformers; and deal courteously, effectively with representatives of other agencies and other City Departments.

Skill in the application of electrical theory and practice to field maintenance and repair

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Job Code: 7350

problems; in climbing high poles and towers; in using rigging techniques applicable to transmission line work.

ALLOCATION FACTORS

Allocation factors define work characteristics that allow the specific scope and level of a particular position to be compared to the general scope and level of a classification. Positions allocated to this class are likely to share many or all of the allocation factors listed below.

Expertise

- D Education and Training:** Equivalent to two years of college or formal trade apprenticeship and/or specialized training.
- III Experience:** Two Years

Decision-Making

- C Decision-Making Type:** **Process** – Decisions are typically made which require the determination of procedures to accomplish process.
- II Decision-Making Scope of Independence:** **General Supervision** Journey-level which require positions to exercise some judgment in selecting appropriate established guidelines to follow. Significant deviations require prior approval. Interpretation of general administrative or operational policies is sometimes necessary.

Working Relationships

- B Working Relationships Level:** **General** Contact with others at similar levels within The organization, or external peers; general public and customers.
- II Working Relationships Purpose:** **Non-routine** Answer questions requiring Explanation or limited interpretation of standard procedures.

Working Environment

- D Working Conditions:** **Significant** Continued exposure during most duties.
- IV Physical Effort:** **Significant** Continual physical activity for majority of duties.

MINIMUM QUALIFICATIONS

These minimum qualifications are to be used as a guide for establishing the education, training,

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experience, special skills and/or license which may be required for employment in the class. Although these minimum qualifications are typical of the class, additional minimum qualifications and special conditions may apply to a particular position and will be stated on the job announcement.

Two years of verifiable work experience as a journey-level line worker, with pole and transmission systems ranging from 600 to 230,000volts, with responsibility for construction, installation, maintenance and repair of overhead and underground lines;
OR

Completion of a State certified electrical line apprenticeship program; AND

License

Possession of a current, valid Class C California Driver's license. Positions located at Moccasin require a Class A Driver's license within six (6) months of appointment; positions located in San Francisco require a Class B Driver's license with six (6) months of appointment. Failure to obtain the appropriate driver's license within the specified time period will be cause for termination