NOTICE OF FINAL ACTION TAKEN BY THE
HUMAN RESOURCES DIRECTOR

Date: October 27, 2015

Re: Notice of Proposed Classification Actions –Final Notice No. 38 FY 15/16 (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 October 27, 2015.

Micki Callahan
Human Resources Director

by: 
Steve Ponder
Classification and Compensation Manager
Human Resources

cc: All Employee Organizations
All Departmental Personnel Officers
DHR – Class and Comp Unit
DHR – Client Services Unit
DHR – Employee Relations Unit
DHR – Recruitment and Assessment Unit
DHR – Client Services Support Services
Micki Callahan, DHR
Michael Brown, CSC
Sandra Eng, CSC
Maria Newport, SFERS
Risa Sandler, Controller/Budget Division
Devin Macaulay, Controller/ Budget Division
Theresa Kao, Controller/ Budget Division
Drew Murrell, Controller/ Budget Division
Alex Koskinen, Controller/ Budget Division
E-File
NOTICE OF PROPOSED CLASSIFICATION ACTIONS BY 
THE HUMAN RESOURCES DIRECTOR

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

<table>
<thead>
<tr>
<th>Posting No:</th>
<th>38</th>
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<tbody>
<tr>
<td>Fiscal Year:</td>
<td>2015/2016</td>
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<tr>
<td>Posted Date:</td>
<td>10/16/2015</td>
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<tr>
<td>Reposted Date:</td>
<td>10/19/2015</td>
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**AMEND THE FOLLOWING JOB SPECIFICATION(S):**
*(Job specification(s) attached.)*

<table>
<thead>
<tr>
<th>Item #</th>
<th>Job Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>1</td>
<td>7338</td>
<td>Electrical Line Worker</td>
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Protests on an item should be addressed to the Human Resources Director and can be submitted by mail to the City and County of San Francisco, Department of Human Resources, 1 South Van Ness Ave, 4th Floor, San Francisco, CA 94103 or by email to DHR.ClassificationActionPostings@sfgov.org. All protests must be received in writing no later than close of business seven (7) calendar days from the posting date, and must include the posting and item number(s), the basis on which the protest is submitted and identify the affected parties.

For additional information regarding this proposed classification action, please contact Rich David, Senior Classification and Compensation Analyst, at (415) 557-4965 or by email at Rich.David@sfgov.org.


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E-File
Title: Electrical Line Worker
Job Code: 7338

INTRODUCTION

Under general supervision, performs skilled line work in the installation, maintenance and repair of overhead and underground lines for police and fire alarm signal, traffic control, and communication systems, distribution lines of systems under 600 volts; and performs related duties as required.

Requires responsibility for: carrying out existing methods and procedures involving line construction, maintenance and repair activities; keeping routine records of work time and materials used. Nature of work involves considerable physical effort and dexterity in the use of fingers, limbs and body; frequent exposure to natural elements and working conditions where serious accidents or injuries may occur.

DISTINGUISHING FEATURES

SUPERVISION EXERCISED

None.

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 under 600 volts, related feeder lines, towers and poles; performs such maintenance activities when lines are energized as well as de-energized.

2. Installs and maintains underground cables and feeders and related auxiliary equipment.

3. Installs and maintains air raid sirens, fire alarm boxes, telephone systems, traffic signals, block and warning signals and lighting circuits; maintains alarm bells and telegraphic equipment in fire stations; trouble shoots, locates and repairs circuits in the communications systems.

4. Tests, inspects, repairs, and replaces traffic signal, fire alarm and police call boxes; patrols and inspects overhead lines and circuits to identify faulty or worn parts relative to necessary replacement and repair.

5. Operates power auger to dig pole holes; sets, plumbs and anchors poles; repairs and replaces cross-arms and related hardware and strings transmission/communication lines and wires.

6. Splices and makes repairs to aluminum and copper conductors; cleans and paints transmission, siren and radio towers and power line poles; patrols and inspects transmission/communication lines and removes trees or other obstructions on line right-of-way.

7. Overhauls and replaces switches, circuit breakers and fuses; cleans and washes insulators with special "hot line" equipment.

8. May perform general electrical maintenance work on domestic and other type of wire facilities and equipment.
Title: Electrical Line Worker  
Job Code: 7338

IMPORTANT AND ESSENTIAL KNOWLEDGES, SKILLS, AND ABILITIES

Knowledge of: the theory of electricity, particularly as applied to overhead and underground lines, including transmission lines of under 600 volts; line construction and maintenance methods and procedures, including State General Order number 95; the practical application of pole-top resuscitation and first aid methods.

Ability and Skill to: analyze and locate malfunctions in lines and make necessary repairs; read and interpret plans and drawings; apply knowledge of tools and techniques to work on energized lines; skill in the application of electrical theory and practice to field maintenance and repair problems; in climbing high poles and towers; in using rigging techniques applicable to transmission line work.

MINIMUM QUALIFICATIONS

These minimum qualifications establish the education, training, experience, special skills and/or license(s) which are required for employment in the classification. Please note, additional qualifications (i.e., special conditions) may apply to a particular position and will be stated on the exam/job announcement.

Education:
Completion of a State Certified electrical line apprenticeship program; OR

Experience:
Specialty A: Three (3) years of verifiable work experience as a journey-level line worker working with pole and tower distribution systems between 120V and 600V, with the construction, installation, maintenance and repair of overhead and underground electrical power distribution systems; OR

Specialty B: Three (3) years of verifiable work experience as a journey-level line worker working with pole systems, construction, installation, maintenance and repair of overhead lines, communication systems and underground communication systems.

License and Certification:
Possession of a valid California Driver’s License.

Substitution for Specialty B:
Completion of a Lineman college program with a minimum of 500 hours of which at least 375 hours must be field training that includes pole climbing can substitute for one (1) year of the required work experience.

SUPPLEMENTAL INFORMATION

PROMOTIVE LINES 6252 LINE INSPECTOR; 7229 TRANSMISSION LINE SUPERVISOR I; 7257 COMMUNICATION LINE SUPERVISOR I
Title: Electrical Line Worker
Job Code: 7338

ORIGINATION DATE: 12/5/1963
AMENDED DATE: 8/8/2014; 10/27/2015
REASON FOR AMENDMENT: To accurately reflect the current tasks, knowledge, skills and abilities defined in the most recent job analysis conducted for this job code.

BUSINESS UNIT(S): COMMN SFMTA SFCCD SFUSD