

ELECTRIC UTILITY SUPERINTENDENT

TOMPKINS COUNTY

Department Village of Groton

Classification Competitive

Labor Grade

Approved 12/12/80

Revised

By HH; Commissioner of Personnel

**DISTINGUISHING FEATURES OF THE CLASS:** This is important supervisory and technical work involving responsibility for overseeing a municipal electric utility system including the erection, maintenance and repair of all overhead and underground electric power lines and related equipment. Work is performed in accordance with general policies and objectives as outlined by village light commissioner permitting considerable leeway for the exercise of independent judgment in carrying out the technical details of the work. Supervision is exercised over all members of the department. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Plans and assigns work to subordinates;  
Directs the erection of poles, placing of crossarms, guying of poles and installation of transformers;  
Directs the installation of street lights;  
Directs the stringing of overhead and underground wire and cable;  
Answers emergency telephone calls;  
Keeps and makes out property records, pole, transformer and meter histories and related reports;  
Computes service charges for customers;  
Tests and repairs meters.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of the practices used and equipment required in the installation, maintenance and repair of high voltage electric power distribution systems and equipment; good knowledge of the principles of electricity; thorough knowledge of the safety precautions of the trade; skill in the use of the tools of the trade; willingness to work at considerable heights and under adverse weather conditions; ability to understand and carry out oral and written instructions; ability to plan and supervise the work of others; physical strength and endurance; physical condition commensurate with the demands of the position.

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**ELECTRIC UTILITY SUPERINTENDENT (CONT.)**

**MINIMUM QUALIFICATIONS:**

- (a) Graduation from high school or possession of a high school equivalency diploma **AND** six years of experience as an Electric Utility Worker on high voltage electric power distribution systems, two years of which must have been in a supervisory capacity.

**NOTE:**

- (a) Two years of experience as an Electric Utility Helper may be substituted for one of the years of Electric Utility Worker experience.

5/19/88  
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