

Pioneer Electric Cooperative, Inc

JOB POSTING

Position: Mapping Technician

Location: Greenville, AL

SUMMARY:

This position is responsible for providing technical support and assistance for the Cooperative's engineering staff, including generating, documenting, and updating the GIS Utility Mapping Database. This will include assisting with site surveys and inspections, collection of data, and other project related duties to ensure the utility map is complete and current as necessary. In addition, responsibilities may include the development of accurate & detailed records of engineering projects and drafting of plans, specifications, reports, and permits as directed by the Engineering Department. The Technician is expected to use the mapping system to digitize, store, retrieve and plot electrical system maps; visit sites of proposed electrical installation, place equipment, stake locations, draw sketches and complete staking sheets; uses database capabilities of mapping system to enter data, retrieve information and generate required reports.

Essential Duties & Responsibilities

- Plots vicinity maps, digitizes location of added equipment such as poles, voltage transformers, lines, meters and related electrical equipment on mapping system; plots and assembles updated circuit diagrams and key map of all service areas.
- Updates maps and computers for trucks and offices.
- Performs field mapping and data recording for new and existing plant and generates custom maps for other departments.
- Assist with site surveys and inspections, collect data, develop detailed records of engineering projects.
- Prepares various reports.
- Oversees input of data in the Transformer Management Database, while maintaining and insuring integrity of data in engineering databases.
- Prepares line section assignments and maintains connectivity. Creates data files to be used in other applications
- Oversees PCB records.
- Studies service or work order requests to determine type of service required by installation.
- Visits site of proposed installation and determines location of poles, voltage, transformers, lines, meters and related electrical equipment on service; negotiates locations with customer as needed.
- Measures road dimensions, distances and directions to be spanned.
- Estimates materials and equipment needed for installation.
- Stakes locations of all equipment as a guide for construction crew.
- Draws master sketch showing relation of proposed installation to existing facilities and completes staking sheets, assigning account numbers and other necessary specifications.
- Successfully complete Apprentice Lineman program and the ability to perform pole top & bucket rescue.
- Works as a "B" person on standby on a rotational basis; works overtime in emergencies, storms, and outages.

Minimum Qualifications:

Education: High School Diploma or GED required. Associate degree in computer-aided drafting or geographic information systems preferred. Class B CDL must be obtained within three months of hire. Must obtain a Class A CDL within six months of eligibility to receive Class A CDL. Must be First Aid/CPR certified or obtain within six months of employment.

Experience: 3-5 years of related work experience, including related software applications such as database management, word processing, AutoCAD, Civil ED and/or ArcView/ArcGIS are required. Experience with Global Positioning Systems (GPS) equipment and project management software (Microsoft Project) preferred.

Functional Competencies: Technologically savvy, judgment, initiative, critical thinking, problem solving, cooperation, collaboration, decision making, verbal and written communication, customer focused, time management.

Special Requirements. Required to live within a 15-mile radius of the Greenville Office and have at least 4 Mbps of internet service. Willing to participate in special training programs/classes as requested. Willing to travel as requested.

To apply, please forward your current resume to resume@pioneerelectric.com with "Mapping Technician" included in the subject line. Resumes may also be submitted by USPS to: Mapping Technician, Pioneer Electric Cooperative, PO Box 468, Greenville, AL 36037. *Pioneer Electric Cooperative, Inc. is an equal opportunity employer, including veterans and disabled.*

Essential Physical and Mental Requirements

| Physical Demands | Continuous (>70%) | Frequent (40-69%) | Occasional (15-39%) | Rarely (up to 15%) |
|--|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Standing | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Walking | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Bending | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Crouching | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Climbing | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Pushing/Pulling | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Carrying | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Lifting/Lowering 1-5 lbs. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 6-30 lbs. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 31-50 lbs. | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| > 50 lbs. | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Fine Eye/Hand Coordination | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Color Discrimination | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Hearing Acuity | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Mental Demands | Continuous (>70%) | Frequent (40-69%) | Occasional (15-39%) | Rarely (up to 15%) |
| Concentration to detail | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Attention span of 1+ hours on a task | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Ability to remember multiple tasks | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Oral Communication | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Written Communication | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Stressful situations and deadlines | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Working Conditions | Continuous (>70%) | Frequent (40-69%) | Occasional (15-39%) | Rarely (up to 15%) |
| Exposure to hazardous work conditions | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Exposure to extreme heat, cold, temp fluctuation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Exposure to hazardous chemicals | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Other: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

PIONEER ELECTRIC COOPERATIVE, INC.
DOT DRIVER JOB DESCRIPTION ADDENDUM FOR CDL HOLDERS

Background Information:

All DOT regulated positions are considered safety sensitive by regulation. *Safety-sensitive employees are those employees who discharge duties so fraught with risks of injury to self or others, environmental injury and/or property damage that even a momentary lapse of attention can have disastrous consequences. It is an essential job function safety rule applicable to every employee working in a safety sensitive classified position to be able to work in a constant state of alertness and in a safe manner.*

Essential Licenses, Certifications, Registrations and Insurability

All Drivers must have a current commercial driver's license (CDL) and possess a current DOT Medical Card issued by a Certified Medical Examiner in accordance with the standards set forth in 49 CFR PART 391—

QUALIFICATIONS OF DRIVERS AND LONGER COMBINATION VEHICLE (LCV) DRIVER INSTRUCTORS.

Federal regulations require random testing of Drivers for drug or alcohol use. Drivers must be insurable at standard rates.

FMCSA Driver Fitness for Duty Statements

✓ **FMCSA Driver Fitness for Duty Statement:** The DOT regulations make clear that the Company, as a DOT regulated employer, makes the final determination of who is a qualified individual to drive a commercial motor vehicle. 49 CFR § 391.11(a). The Company shall not permit a person to drive a commercial motor vehicle unless the person meets all DOT minimum qualifications and such other more stringent qualifications and requirements relating to safety of operation and employee safety and health. The Company may use the services of independent Medical Examiners, Medical Review Officers and Occupational Physicians to make its final determinations.

✓ **FMCSA Driver Clearinghouse Certification:** Drivers must be currently cleared without restriction in the FMCSA Clearinghouse to immediately perform FMCSA Safety Sensitive duties as a DOT regulated Driver under 49 CFR parts 382 & 391.

✓ **FMCSA Driver Safety Rule:** requiring mandatory reporting by Drivers of off – duty DUI and Drug Offense Arrest and/or Conviction. In accordance with the authority granted to the Company by the DOT in 49 CFR 382.111 to imposed other requirements to prevent alcohol misuse by Drivers, it is mandatory that Drivers disclose to their supervisor by the end of the business day arrest and/or convictions for all alcohol and/or drug related offenses committed while operating any motor vehicle. This will allow the Company to immediately remove from safety sensitive functions, Drivers who have engaged in off – duty unsafe behavior related to alcohol or drug misuse (which is directly related to their safety sensitive functions performed for the Company) to make determinations as follows: 1) if the Driver is fit for duty; 2) if the Driver is still qualified under DOT regulations to operate a CMV for the Company; 3) if the Driver is still insurable at standard rates under the Company fleet policy; and 4) if the Driver can still meet the essential job functions for the position of Driver. It is an Essential Job Function of every DOT regulated Driver that they be qualified and licensed to operate a CMV without the use of a judicially ordered interlocking device, or similar device as part of a diversion or conviction for an alcohol related offence.

✓ **Essential Physical Demands**

- Hand-eye coordination. Driving a commercial motor vehicle requires the controlled use of multiple limbs on the basis of what a person observes.
- Federal regulations require drivers to have normal use of their arms and legs.
- Hearing ability. Drivers need good hearing. Federal regulations require the ability to hear a forced whisper in one ear at five feet (with or without the use of a hearing aid).
- Patience. Because of possible traffic congestion, Drivers are put in stressful situations and must be able to continue to calmly operate their CMV.
- Physical health. Federal regulations do not allow people to become a Driver if they have a medical condition that may interfere with their operation of a CMV, such as high blood pressure or epilepsy.
- Visual ability. Drivers must be able to pass vision tests. Federal regulations require at least 20/40 vision with a 70-degree field of vision in each eye, and the ability to distinguish colors on a traffic light.
- While performing the duties of this job, the employee is frequently required to sit for long periods of time, stand, walk, use hands to fingers, handle, or feel and reach with hands and arms, and talk or hear, see and inspect, and

bend.

- The employee must lift and/or move up to 50 pounds.

✓ **Essential Mental Functions**

- Demonstrated past and present ability to safely operate a CMV
- Can read, understand, hear, and apply written and spoken directions
- Ability to work in a constant state of alertness and safe manner
- Ability to work in an unfatigued state
- Ability to accurately gauge lengths of time and distance
- Ability to quickly store and recall instructions in one's short term memory
- Ability to concentrate
- Ability to cope with sudden changes in surrounding and/or emergency situations and/or alarms
- Demonstrates caring, committed and concerned attitude about safety
- Ability to rapidly respond to stimuli
- Possess fast reflexes and unimpaired coordination
- Ability to perform tasks involving high levels of cognitive function and judgment
- Not mentally or physically impaired from any cause that can adversely affect ability to safely and competently perform the DOT regulated functions
- Ability to take prompt and appropriate response to operating conditions
- Not mentally or physically impaired from any cause that can adversely affect ability to safely and competently perform the DOT regulated functions