Auburn University Job Description

Job Title: Supv, Electrical Distribution
Job Code: NB33
FLSA status: Non-exempt

Job Summary
Provides on-site supervision and has responsibility for all work associated with the operation, maintenance, modification, protection, and surveillance of the primary electrical distribution system (substations, distribution infrastructure, transformers, switches and relays, protection devices, metering, monitoring and controls) and traffic control equipment.

Essential Functions
1. Supervises the work of the electrical distribution crew. Assures work is performed in a safe and efficient manner, in compliance with established policy, procedures, and guidelines and within budget.
2. Plans and conducts daily work activities to support operation, maintenance, and modification of the electric distribution system.
3. Consults and advises Facilities Management, design engineers, project managers, and architects in the planning, engineering, and execution of additions and modifications to the electrical distribution system.
4. Responds to and resolves unplanned electrical system outages. Coordinates crew and all support needs to perform task in a safe manner, with an objectives to minimize campus disruption and restore power in a timely manner.
5. Monitors daily operation of the electrical distribution system using data from Supervisory Control and Data Acquisition (SCADA), automatic meter reading, and other electronic systems. Identifies emerging problems and develops solutions working with system engineers. Coordinates and conducts necessary switching operations with all involved parties.
6. Oversees the training and development needs of the electrical distribution crew.
7. Maintains system records and documentation to support configuration management, performance metrics, and accurate system status information.
8. Maintains supply of equipment, material, tools, and truck fleet necessary to respond to anticipated tasks.
9. Assures all activities are conducted and documented using university established IT platforms.

Supervisory Responsibility
Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.
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Minimum Required Education and Experience

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<tr>
<th>Education</th>
<th>Minimum</th>
<th>Focus of Education/Experience</th>
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<tbody>
<tr>
<td>Education</td>
<td>High School</td>
<td>High School Diploma or equivalent and completion of electrical lineman apprenticeship program</td>
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| Experience (yrs.) | 10               | 4 of the 10 years of experience required for this job should be at the Lineman III level or equivalent. Experience in leading electrical distribution system operations, maintenance, and modifications. |

Substitutions allowed for Education:
Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:
When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge
Knowledge of electrical distribution system operations and maintenance.

Certification or Licensure Requirements
Lineman Apprenticeship Certification from TVPPA or equivalent program approved by Auburn University Utilities & Energy Department. Class A Commercial Driver’s License (CDL) with Air Brakes or must acquire certification within 90 days of employment. CPR certified or must acquire certification within 90 days of employment.

Physical Requirements/ADA
Regularly involves lifting, bending or other physical exertion. Often exposed to one or more elements such as heat, cold, noise, dust, dirt, chemicals, etc., with one often to the point of being objectionable. Injuries may require professional treatment.

Externally imposed deadlines; set and revised beyond one’s control; interruptions influence priorities; difficult to anticipate nature or volume of work with certainty beyond a few days; meeting of deadlines and coordination of unrelated activities are key to position; may involve conflict-resolution or similar interactions involving emotional issues or stress on a regular basis.

Job frequently requires standing, walking, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 50 pounds.

Job occasionally requires sitting, and lifting up to 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Works around high voltage equipment and must be able to climb and work at heights of 100’ or less. Must be able to work in a confined space. Performs duties outside, occasionally at night and in extreme weather, and with short notice during off hours. Must be available for timely response to callout and scheduled overtime work. Must live within 30 miles of Auburn University.