

City of Mountain Lake Job Description

Job Title:	Seasonal/Full-Time Electric Dept. Worker	Department:	Electric Utility
Supervisor:	Electric Department Superintendent	Classification:	Seasonal/Full-time, Non-Union, Non-exempt

Work Schedule

Hours of work are structured to meet service demands, the needs of the public served and weather conditions. The position will be scheduled for approximately 40 hours per week from approximately May through September not to exceed 185 consecutive calendar days. Actual hours are determined by the City Administrator and Electric Department in conjunction with the seasonal worker.

Description of Work

Under the direct supervision of the Electric Department Superintendent & Staff, the seasonal position will assist with the maintenance of all city electric infrastructure, lighting systems, and the power plant. Performs other related duties as required.

Essential Functions of the Job

- Assists with summer projects, cleans and maintains power plant, follows safety practices and equipment rules, assists in regular maintenance and repair of equipment, performs other work as required and directed by the department head.
- Ability to operate equipment necessary to perform job duties, operates tractors and pick up trucks and other power tools.
- Does manual labor such as digging and assists with the set-up of the annual city celebration in June.
- Complies with appropriate local, state, and federal safety rules, regulations, and statutes.
- Performs physical demands and work environment requirements for this position.
- Effective and respectful communication and interactions with other employees, supervisors, individuals from other organizations, and citizen customers.

Required Knowledge and Abilities

- Ability to be a self-starter and completion of work assigned.
- Ability to be punctual and reliable.

Minimum Qualifications

- Must possess a MN Driver license
- High School Diploma or equivalent

Preferred Qualifications

- Experience working with electric infrastructure.
- Enrolled in electric lineman courses or related field or completed diploma in electric utility.

Conditions of Employment

- Must comply with organizational and departmental policies.

Physical Demands/Work Environment

- Requires incumbent to work inside, outside, in confined areas, on uneven ground, underground, alone, with others, around others, and have contact with the public.
- Exposes the incumbent to dust, dirt, fumes, gases, chemicals, other substances, excessive noise, vibrations, heat, and cold.
- Requires the incumbent to work with or around pressurized equipment, burning materials/equipment, and moving objects.

- Activities that occur continuously (more than 7 hours) are: using fingers and hands for repetitive, non-repetitive, or consistent actions; handling; fine manipulating; and hearing.
- Activities that occur frequently (from 4 to 7 hours) are: standing; reaching at and below shoulder level with right and/or left shoulders together and independent of one another; using sense of touch; using foot/feet together and/or independent of one another; talking; and using near vision, far vision, depth perception, and accommodation.
- Activities that occur occasionally (from 1 to 3 hours) are: sitting; walking; bending/stooping; pulling; twisting; using color vision, and field of vision/peripheral vision; using sense of smell; and carrying up to 24 pounds.
- Activities that occur infrequently (up to 60 minutes) are: squatting; crouching; kneeling; pushing; climbing; carrying up to 75 pounds; and lifting up to and over 75 pounds.

Equipment/Job Location

This position will be located at the Electric Utility Plant in the City of Mountain Lake. Uses various equipment and tools. This position **does** require the operation of an automobile.

The position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The City of Mountain Lake is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Reviewed April 2021