
Northcentral Mississippi Electric Power Association

Job Description

Staking Technician I

I. Introduction:

The objective of this position is to perform the following functions: survey, stake and prepare plans and specifications for line construction, determine assemblies and materials required for work orders, inform other departments of special material requirements, and obtain right-of-way easements from landowners as required for construction or service changes.

II. Supervisor: System Engineer

III. Knowledge/Education Requirements:

- A. High School graduate or G.E.D. Certificate minimum.
- B. A safe working knowledge of the construction and maintenance of overhead electric distribution lines and substations including the installation of meters, transformers, voltage regulators, capacitors, sectionalizers and oil circuit reclosers is preferred.
- C. Familiarity with voltage charts, load survey meters and installation of CT meters is preferred.
- D. Sound knowledge of RUS construction specifications and the national electrical safety code is preferred.
- E. Must be able to apply practical applications of fractions, percentages, ratio and proportion, and geometric construction.
- F. Must be able to read manuals and the like and prepare summaries and reports.
- G. Must be courteous and have effective communication skills, both orally and written, for both internal and external communications. Must be able to effectively communicate with the public.
- H. Must possess a strong level of competency in the operation of personal computers. Experience with drafting platforms and Microsoft Office preferable.
- I. Must have a valid driver's license.

IV. Duties/Responsibilities:

- A. Essential Functions:
 - 1. Interprets staking instructions, wire sag charts, fuse charts, voltage drop charts and construction specifications to prepare staking sheets. Performs necessary calculations for sizing service. Operates surveyor's transit in surveying the location of new electric lines.
 - 2. Performs maintenance inspection of system poles and lines and prepares staking sheets for necessary maintenance work. Responds to telephone and cable company request to change out poles to meet required clearances.
 - 3. Prepares overhead and underground design drawings and staking sheets using specification units for services, single-phase lines, three phase lines, feeder lines and system improvement while utilizing manual and computer staking software platforms.
 - 4. Prepares legal easement descriptions for proposed utility locations, ready for filing, and stakes prepared designs in the field for construction department.
 - 5. Meets with commercial developers, architects and contractors to determine service requirements and provide information pertaining to line locations and needs and to discuss and resolve conflicts with proposed installations.
 - 6. Maintains open communications with statewide one-call system for location of underground cables by other utilities and coordinates work as necessary with both internal and external departments/customers.
- B. Non-Essential Functions:
 - 1. Participates in other related activities and special projects as may be required or assigned.

V. Physical Demands:

Must be able to lift 50 lbs. maximum with frequent lifting and/or carrying of objects weighing up to 20 lbs. Must be able to stoop; kneel; crouch and crawl. Must be able to reach; handle; work primarily with fingers; and feel. Must be able to talk and hear. Must be able to obtain impressions through the eyes of the shape, size, distance, motion, and color or other characteristics of objects. Must possess acuity, far and near, depth perception, field of vision, accommodation, and color vision. Must be able to speak clearly and communicate effectively in order to interact with company employees and members.