Wheatland Electric is looking for a person to fill our Staking Technician position in our Garden City office. This is a full-time position. The job description follows.

If interested in this position email cover letter and resume to resumes@weci.net by 5:00 p.m. June 9, 2017.

PURPOSE OF POSITION: Provide maximum service to the member-consumer by providing prompt and efficient responses to requests for service or information, by investigating, surveying, inspecting, and staking electric distribution lines in accordance with National Electrical Safety Code (NESC) specifications to obtain the most efficient and effective system design.

MINIMUM JOB SPECIFICATIONS: High school diploma or equivalent and strong mathematics aptitude is required, including competently performing basic mathematical formulas. Two years’ prior experience in distribution cooperatives is preferred. Able to learn REA specifications for both underground and overhead line construction. Requires strong attention to detail, organizational skills, and effective written and verbal communications skills. Must be dependable courteous, and friendly. Must be able to work with people easily and consider member’s concerns. Must have basic knowledge and use of computers and data terminals; GPS experience a plus. Must be able to understand and use electronic spreadsheets, word processing and other programs/equipment, including computer programs, provided by the employer now and in the future. Must be able to develop a working knowledge of distribution line design, transformer sizing, construction specification, right-of-way easement procedure, National Electrical Safety Code, utilities relocation procedure, drafting construction materials, and basic surveying. Valid driver’s license required. Must be able to successfully pass Wheatland Electric’s drug screening, pre-employment and ongoing and background check. Able to work overtime, holiday, or weekends when needed.

WORKING CONDITIONS: Works both inside and outside. Inside time will be spent in an office environment of sedentary work, with normal temperatures and normal conversation noise levels. Requires reaching, walking, fine finger dexterity, prolonged viewing and use of computer monitor, keyboard, and mouse for extended periods, talking, listening, repetitive motion, and lifting to 25 pounds. Outside time may require: bending, stooping, squatting, lifting, twisting, balancing, kneeling, crouching, and carrying up to 75 pounds. Riding/driving company vehicles to job sites.

WORKING RELATIONSHIPS: Reports to Area Operations Manager, works with members, employees, government entities for easements, electricians and contractors, and other utilities.

BASIC DUTIES/RESPONSIBILITIES: The following are essential responsibilities of this position and do not include marginal functions that are incidental to the performance of the fundamental job duties.
a. Schedules and keeps appointments with members for new construction, upgrading or conversions of facilities, and relocating or removal of existing facilities.
b. Design, route and lay out electric distribution and service facilities including transformers in accordance with member’s desires, if possible, while satisfying NESC specifications and accepted practices for design and construction of rural lines.
c. Meets with customer to discuss the line cost estimate and state and local rules and regulations.
d. Inspects poles and lines to determine their condition and need for maintenance.
e. Stakes power lines, draws clear and concise staking sheets, plats, right-of-way easements, and other support documents.
f. Negotiate for and prepare easement agreements for new construction and system improvements.
g. Prepares right of way easements with bearing and to scale.
h. Communicate with the general public and secure right-of-way easements and contractual agreements.
i. Record easements with applicable county officials. Will also work with county officials on permitting issues.
j. Acts in an exemplary manner to maintain, comply with, and promote safe practices and procedures, and participates in scheduled safety meetings and first-aid/CPR classes.
k. Perform Kansas ‘one-call’ work on an on-going basis, when directed.
l. Gives courteous and accurate answers to member inquiries or requests. To explain at every opportunity the services offered, policies, rates, tariffs, procedures and benefits to which a member of Wheatland Electric is entitled and to stimulate pride of ownership among the members.
m. Works with Consumer Service Representatives in relationship to service contracts for a new service.
n. Performs other duties as assigned by management.

ADDITIONAL DUTIES:

Additional duties and responsibilities may be added to this job description at any time. The job description does not state or imply that these are the only activities to be performed by the employee holding this position. Employees are required to follow any other job-related instructions and to perform any other job-related responsibilities as requested by their supervisor. This document does not create an employment contract, implied or otherwise, other than an “at-will” employment relationship.