



**KERRVILLE  
PUBLIC  
UTILITY  
BOARD**

## JOB DESCRIPTION

**TITLE:** Lineman Helper  
**GRADE:** 5  
**DEPARTMENT:** Operations  
**REPORTS TO:** Construction Superintendent

**POSITION STATUS:**  
 Full Time  Part Time  
 Exempt  Non-Exempt

### JOB SUMMARY:

Perform various routine tasks under direct supervision to assist linemen in the construction, maintenance and repair of distribution lines in de-energized and energized environments.

### RESPONSIBILITIES:

- Support the construction and maintenance of electrical lines and equipment.
- Provide tools and equipment to employees working on overhead or underground lines.
- Assist in setting poles, assembling cross arms and down-guys. Prepare material.
- Learn material and hardware used for electrical distribution work.
- Collaborate effectively with co-workers, supervisors, and the public.
- Follow verbal and written instructions.
- Perform general housekeeping in crew yard, line trucks, and job sites.
- Transport material, equipment, and crew to job sites using commercial vehicles.
- Be able (or willing to learn) to climb into and out of bucket trucks and to climb poles with proper fall restraints.
- Perform strenuous work in all weather conditions.
- Follow safety protocols and procedures to ensure a safe working environment.
- Complete any other assignments as directed by the supervisor, Director of Operations, or General Manager/CEO.

### MINIMUM QUALIFICATIONS:

- High school diploma or equivalent.
- Valid Texas commercial driver's license or ability to obtain one within 120 days of employment.
- Ability to work in various weather conditions and heights.
- Strong physical stamina and the ability to lift heavy objects.
- Basic knowledge of mechanical equipment and apparatuses.
- Excellent teamwork and communication skills.

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**Reviewed By/Title:** Larry Lee, Construction Superintendent

**Approved By/Title:** Annette Guerra Gonzales, Director of Human Resources

**Last Revised Date:** March 12, 2025

**Date Issued:** June 26, 1989



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- Willingness to learn and follow instructions.
- Ability to perform the essential functions of the job described with or without reasonable accommodation.
- Flexibility with working hours, including the ability to work overtime, weekends, nights, and be available for 'on-call' and 'after-hours' duty assignments as required.
- Previous experience in a similar role or in the utilities industry preferred.
- Certification in electrical or utility-related courses a plus.

### EMPLOYEE STATEMENT OF UNDERSTANDING:

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN KERRVILLE PUBLIC UTILITY BOARD (KPUB) AND THE EMPLOYEE. Nothing in this position description restricts KPUB’s ability to assign, reassign or eliminate duties and responsibilities of the job at any time.

I HAVE READ AND RECEIVED A COPY OF THIS JOB DESCRIPTION.

\_\_\_\_\_  
Employee’s Signature

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Employee’s Name (Please Print)

\_\_\_\_\_  
Current Job Title

***This signed job description will be placed in your personnel file.***

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