

DUTIES DESCRIPTION RECORD

DEPARTMENT			
TITLE	LINE MAINTENANCE ASSISTANT TRAINEE	DDR	95-38820
CLASS CODE	3882	CLASS TITLE	LINE MAINTENANCE ASSISTANT

SUMMARY DUTIES

Works as a trainee under close supervision, assisting Line Maintenance Assistants (LMAs), and Electric Distribution Mechanics (EDMs), including Line Patrol Mechanics (LPMs), engaged in:

Installing, maintaining, troubleshooting, and repairing streetlights and Outdoor Area Lighting (OAL) Program fixtures; Installing, replacing, re-routing, and re-attaching single phase 120/240V overhead services for utilitarian and OAL lighting; Troubleshooting and repairing 120/240V overhead secondaries and services for residential customers, utilitarian lighting and OAL lighting; Repairing and removing existing series streetlight circuits and related equipment; Inspecting, installing, and removing wood and steel poles; Climbing and performing work on wood poles, and working out of aerial lift devices; Installing low voltage risers and related conductors; Installing, removing and replacing watt hour meters; Installing and removing Electric Vehicle (EV) charging devices, and completing/removing single phase low voltage connections; Installing, replacing and removing single phase low voltage connections and devices on wood, fiberglass and steel poles related to new and evolving technology, such as grid routers; Providing support to Electric Trouble crews for system restoration, the construction, maintenance, and repair of overhead transmission lines and related equipment; learns the trade sufficiently well to advance to the journey-level within the training program's time limitation; and performs related duties.

Assisting Line Patrol Mechanics (LPMs) with the repairing and removal of existing series streetlight circuits and related equipment. When assigned to Electric Trouble Board, employee(s) will provide support to the Electric Trouble primary crews for system restoration. Respond to single phase customer power concerns and outages. Install, replace, or repair overhead residential services, turn on or off based on billing status, cut single phase services at the pole or at the service entrance conductors at elevated weather-heads, and install and remove boots on meters at meter panels. Work closely with LPMs in Overhead Transmission in the construction, maintenance, and repair of overhead transmission lines and related equipment, climb steel towers, wood poles, and work out of aerial lift bucket trucks.

LMA trainees may be asked to report to, and work in, various reporting locations throughout the Power System and provide an accurate accounting of work progress and complete daily reports.

ILLUSTRATIVE DUTIES

Works as a trainee with and assists LMAs or EDMs assigned on a two-person crew responsible for the following duties: installing, replacing, re-routing, and re-attaching single phase 120/240V overhead residential services, utilitarian and OAL lighting services; performing maintenance, troubleshooting and repairing single phase 120/240V overhead secondaries and services for residential customers and utilitarian, OAL Program lighting, and a wide variety of streetlight fixtures; group replacement of utilitarian streetlight and OAL lamps,

cleaning and replacing glassware, refractors, and bullet shields; installing shields on light fixtures to reduce the amount of light trespass, as necessary; repairing lighting fixtures with replacement of defective photocells, starter boards, ballasts, capacitors, motion sensors, sockets and lamps; installing and removing steel streetlight posts, wood poles, and down guy anchors; climbing wood poles and working out of aerial lift bucket trucks; installing overhead conductors, guy wires and down guy anchors; installing secondary fibers, conductors and connections.

May install and remove EV charging devices and equipment related to new and evolving technology such as grid routers. Assist Streetlight Patrolmen (LPMs) in the repair and restoration of series and multiple streetlight circuits. May assist Streetlight Maintenance or Electric Trouble Patrolmen in circuit restoration efforts.

Repairs, rebuilds, adjusts, and tests streetlight equipment, including luminaries, switches, and time controllers, and recommends modifications of streetlight equipment to prevent reoccurring defects. Works with supervision and engineering personnel in the design and installation of special projects and City District Council Members' requests.

Works directly with Power Engineering Division's Streetlight Support Office and personnel on OAL Program system design, by preparing and providing drawings and sketches; provides quality customer service to LADWP customers by responding to customer requests for new, or upgrades of, OAL installations; schedules on-site meetings with the customer to provide details of the OAL Program's service offerings; handles off-site field checks for OAL repairs, accesses OAL Program customers' contract records, and advises supervision of new work for distribution; installs, removes, and re-routes single phase 120/240V overhead secondaries services; troubleshoots, locates faults and makes repairs to low voltage single phase secondaries overhead services and connections; trims trees as necessary, to clear from lighting fixtures, overhead secondary conductors, and poles.

ILLUSTRATIVE DUTIES, ELECTRIC TROUBLE HEADQUARTERS

Works as a trainee with and assists LMAs assigned to work for the Electric Trouble Board Headquarters responsible for the following duties: troubleshooting trouble calls for single customer or residential customer outages; restoring service by repairing or replacing overhead residential services and connections, and/or resetting customer breakers; performing cuts and reconnects to single phase services, installing and removing boots on meters at meter panels; troubleshooting to locate faults and make necessary repairs in low voltage, single phase 120/240V overhead secondaries and services for utilitarian, OAL Program lighting, and may install and remove EV charging devices and equipment related to new and evolving technology such as grid routers; may assist Streetlight Maintenance or Electric Trouble Patrolmen (LPMs) in circuit restoration efforts; trimming trees from overhead secondary conductors and distribution poles; and performing Life Support Verifications.

ILLUSTRATIVE DUTIES, OVERHEAD TRANSMISSION

Works as a trainee with and assists LMAs assigned to assist LPMs in the patrol of tower transmission lines responsible for the following duties: inspecting the condition of steel structures, insulators, conductors, and hardware; patrolling right-of-way for obstructions and potential fire hazards, and driving specialized transmission equipment in off-road locations.

Prepares materials, tools, rigging and equipment on the ground, and hoists to journey level workers on tower; climbs towers and assists journeyman with emergency and maintenance repairs to transmission lines, makes repairs to steel structure towers, and assists in the erecting and dismantling of towers; climbs wood poles to perform inspection, maintenance, and repairs; and assists in helicopter operations (patrols, lifting material, etc.).

Assists in the washing of insulators by preparing hoses and attachments on the ground, and hoisting to lineman on tower, operating pump equipment maintaining proper flow and pressures during washing, and following oral and hand signal directions and communications. May assist in circuit restoration efforts.

Incumbents receive on-the-job instruction and approved classroom instruction over a period of no more than eighteen months to acquire proficiency in all phases of the work in order to advance to the journey-level.