



Yates County Office of Civil Service
417 Liberty Street
Penn Yan, NY 14527

**EXAM ANNOUNCEMENT:
SENIOR LINEWORKER #73939010
[PROMOTIONAL]**

**YATES COUNTY ANNOUNCES A PROMOTIONAL EXAMINATION FOR
SENIOR LINEWORKER (EXAM #73939010)**

Type of Appointment:	Permanent	Rate of Pay:	To Be Determined
Position Status:	Full Time		
Classification:	Competitive		
Location:	Village of Penn Yan – Electric Department		
Vacancies:	The resulting eligible list will be used to fill current or future vacancies which may occur.	Exam Date:	June 28, 2025
Residency Requirement:	Candidates must be legal residents of Yates, Seneca, Steuben, Schuyler, or Ontario County 30 days prior to submitting your application.	Application Fee:	\$17.00 (non-refundable)
Posted:	March 21, 2025	Application Deadline:	May 28, 2025

SCOPE OF EXAMINATION

Plans, specifications and wiring diagrams:

These questions test for knowledge of the purposes and proper use of various types of electrical system plans, specifications, and wiring diagrams; and for the ability to read and understand electrical system schematics, wiring diagrams, and written specifications.

Installation and maintenance of overhead and underground electrical distribution system service lines:

These questions test for knowledge of the principles and practices involved in the installation and maintenance of both overhead and underground electric power distribution system lines; and may include such areas as the proper installation and maintenance of line poles and related attachments; installation and maintenance of electrical lines, cables, transformers, and service wires; troubleshooting and repair of line faults and failures; and safe operating procedures.

Operation, maintenance and repair of street lights and electrical control systems:

These questions test for knowledge of the principles and practices involved in the operation, maintenance, and repair of street lighting systems; and may include such areas as the characteristics of various types of street lighting systems and street lamps; principles involved in locating and installing street lights; troubleshooting and repairing street light problems; control systems used for street lights and street lighting circuits; maintaining the visibility of street lights; and safe operating procedures.

Installation, maintenance and repair of electrical power distribution systems:

These questions test for knowledge of the principles and practices involved in the installation, maintenance, and repair of electric power distribution systems; and may include such areas as the operating characteristics of electric power system generators, transformers, and switchgear; maintenance of electric power distribution system equipment including distribution lines; typical circuits, voltages, and conductors used for the distribution of electrical power; and safe operating practices when working with electric power distribution systems.

Supervision:

These questions test for knowledge of the principles and practices employed in planning, organizing, and controlling the activities of a work unit toward predetermined objectives. The concepts covered, usually in a situational question format, include such topics as assigning and reviewing work; evaluating performance; maintaining work standards; motivating and developing subordinates; implementing procedural change; increasing efficiency; and dealing with problems of absenteeism, morale, and discipline.

Calculator: Recommended

Test guide: The New York State Department of Civil Service has not prepared a test guide for this examination. However, candidates may find information in the publication 'General Guide to Written Tests' helpful in preparing for this test. This publication is available on line at: <https://www.cs.ny.gov/testing/testguides.cfm>.

SENIOR LINeworker - JOB DESCRIPTION

DISTINGUISHING FEATURES OF THE CLASS:

This position involves work in the erection, installation and maintenance of overhead and underground electric power distribution lines and the rebuilding and maintenance of substations, underground vaults and related equipment. The work requires climbing poles and towers under all kinds of weather conditions and demands rigid observance of safety precautions to prevent personal injuries. The work is performed under the general supervision of a higher-level staff member and is expected to work independently or with others to carry out those instructions. The Senior Lineworker may supervise the Line Crew as assigned and in the absence of a higher-level staff member, assuming full supervisory responsibility. Does related work as required.

TYPICAL WORK ACTIVITIES (Illustrative Only):

- Supervises the Line Crew as assigned and in the absence of the Electric Superintendent, Line Crew Chief, or Deputy Line Crew Chief, assuming full responsibility for the safe and efficient performance of their assigned work;
- Digs holes, sets, frames and poles for electric power distribution wires and cables;
- Strings electric power lines on poles and through underground conduits;
- Erects crossarms and installs transformers, cutouts, switches and other equipment on power poles and racks;
- Repairs damage done by storms and other forces to electric distribution lines and related equipment;
- Uses live line tools and safety equipment to work on energized lines;
- Tests for and locates electrical faults such as grounds, poor contacts or open circuits and takes corrective action to restore service;
- Installs meters and metering equipment;
- Drives trucks and other vehicles in the performance of these duties.
- Performs other duties as assigned.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Good knowledge of theory and principles of electricity and electrical distribution systems as they relate to duties;

Good knowledge of standard safety measures and devices used in handling high voltage electrical circuits;

Good knowledge of safety switching procedures and work zone safety;

Ability to plan and supervise the work of others;

Ability to both give and follow oral and written instructions and prepare written and verbal reports;

Ability to operate distribution substation equipment;

Willingness to work under all weather conditions and report as requested for emergencies;

Ability to diagnose electrical distribution and substation trouble and take necessary corrective action;

Ability to read and interpret construction drawings, specifications and wiring diagrams;

Skill in the use of the tools and equipment of the trade;

First aid certification, including resuscitation methods;

Ability to climb poles and towers without limitations;

Physical condition commensurate with the demands of the position;

Physical strength and stamina to perform difficult manual labor.

MINIMUM QUALIFICATIONS – PROMOTIONAL:

Two (2) years' experience as a Lineworker working the power distribution system for the Village of Penn Yan.

****The Promotional offering is only open to current employees of the Village of Penn Yan. For all other applicants, see Exam Announcement for Open Competitive offering.***

SPECIAL REQUIREMENTS:

- a) Possession of a valid NYS Commercial Driver's License (CDL), at time of application, and such license must be maintained in good standing throughout the tenure of employment in the position.
- b) Must be a trained Qualified Electric Person (QEP) at time of appointment.

ELIGIBILITY FOR PROMOTIONAL EXAMS: *According to Civil Service Law, section 52.10(a) which became effective September 4, 2024, time served provisionally immediately preceding permanent appointment shall count towards meeting the time in title and the employee shall be eligible to take the promotional exam.*

BACKGROUND INVESTIGATION AND ADDITIONAL SCREENINGS: Each candidate will be subject to a thorough background investigation. Applicants may be required to authorize access to educational, financial, employment, criminal history, mental health records or other records. Conviction of a felony will bar appointment. Conviction of a misdemeanor or other offense is subject to evaluation and may bar appointment. Additional investigations may include but are not limited to questionnaires, interviews and background checks of any nature. At the discretion of the employing law enforcement agency, candidates may be subject to additional screenings as a term and condition of employment, including but not limited to fingerprinting, polygraph and psychological testing. Drug testing is included in the required medical exam. Failure to meet the standards for any screenings may result in disqualification.

EEOE / DISCLAIMER:

Yates County is an Equal Employment Opportunity Employer. Yates County does not unlawfully discriminate in employment because of age, race, creed, color, national origin, sex, sexual orientation, disability, marital status, arrest and/or criminal conviction record unless based on a bona fide occupational qualification or other exception, genetic predisposition, or domestic violence victim status.

The Yates County Personnel Office is responsible for job titles for all public employment positions within Yates County, excluding NYS Department of Education positions. There are numerous job titles that are shared between all of our appointing authorities. **Exam announcements** that are distributed for a job title you have within your workforce does not automatically mean that position is vacant, will become vacant or is currently being recruited for. It is the Personnel Officer's responsibility to be prepared for anticipated job vacancies, therefore, exams may be given in anticipation of upcoming retirements, promotions, etc. Requests to order exams may be submitted by appointing authorities as well. The majority of all Civil Service exams are scheduled by NYS Civil Service. Some exams, for example, are only given every 4 years, so it is in our best interest to give such exams when offered in order to be prepared. If a position is vacant or will become vacant, a **Vacancy Announcement** will be distributed and, on that announcement, it includes the work location along with other pertinent details pertaining to the location for which the vacancy will occur. **Exam Announcements are different from Vacancy Announcements and should not be misconstrued as being an advertisement for an open position.**