North Plains Electric Cooperative, Inc.
Perryton, Texas
Job Description: Groundman

JOB TITLE:	Groundman	POSITION CODE:	55-6621 15W
DEPARTMENT:	Operations		
REPORTS TO:	Operations Manager		

APPROVED BY: _____

General Manager *Date*

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Human Resources *Date*

Revised 10/26/2026

Position Summary

The Groundman is an entry-level position within the line of progression toward a Lineman role. This position performs a variety of manual labor tasks to support line crews in the construction, maintenance, and operation of the electrical system.

Responsibilities include assisting with pole framing, structure assembly, pole setting, and general job site preparation in accordance with RUS specifications.

Groundmen are expected to develop knowledge and skills through on-the-job training and formal training programs. Advancement is dependent on demonstrated competency, performance evaluations, and successful completion of training requirements.

All employees are expected to maintain professional working relationships with coworkers and provide courteous, cooperative service to the public.

Essential Duties and Responsibilities

General Duties

- Always maintain situational awareness, including during travel and while on job sites
- Anticipate the needs of linemen and provide materials and tools as needed
- Assist in gathering, preparing, and organizing materials for construction and maintenance work
- Perform physical labor such as digging, setting and tamping poles, assembling structures, and loading/unloading materials
- Operate equipment such as trucks, diggers, trenchers, forklifts, and similar machinery as required
- Support crew members and perform tasks as assigned by the foreman or crew leader

Training and Development

- Participating in on-the-job training programs
- Attend required safety meetings and classroom instruction provided by the Cooperative
- Travel for off-site training programs as required (may involve multi-day travel)
- Develop skills necessary to progress toward a Lineman position

Safety and Equipment

- Follow all Cooperative, RUS, OSHA, NEC, and applicable regulatory standards
- Wear always required personal protective equipment (PPE)
- Assist in maintaining tools, equipment, and vehicles in safe working conditions
- Remain vigilant in identifying and reporting safety hazards

Documentation and Reporting

- Accurately complete time records and payroll documentation
- Assist in recording service orders, equipment usage, and work completed
- Submit required reports related to equipment and job activities

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Qualifications and Requirements

- Strong desire to learn and advance within the line of progression
- Ability to follow directions and understand technical documents, maps, and work orders
- Ability to learn the Cooperative's electrical distribution system and service area
- Willingness to learn installation and maintenance of electrical equipment
- Valid driver's license required; Class A CDL must be obtained within 180 days of employment
- Must comply with drug and alcohol testing requirements
- CPR and First Aid certification required (training provided)
- Willingness to travel for storm restoration or training as needed

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Physical Demands and Working Conditions

- Work is primarily outdoors (approximately 95%) in all weather conditions
- A pre-employment drug screen, physical and doctor's release is required.
- Must be available for 24-hour call-out rotation and emergency response
- Required to live within approximately 15 miles of the reporting location
- Ability to lift up to 100 pounds occasionally
- Work in potentially hazardous environments, including at night or in limited visibility
- Perform physically demanding tasks such as digging, lifting, and working with tools and materials

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Tools and Equipment Requirements

Personal Hand Tools

1. Framing hammer
2. Cutting pliers
3. Screwdriver set
4. Adjustable wrench (12")
5. Locking pliers (9")
6. Allen wrench set
7. Deep socket set (up to 7/8")

Required Personal Clothing

1. Steel-toe boots
2. Weather-appropriate outerwear (jacket, coat, coveralls)
3. 100% cotton shirts and jeans until eligible for company-provided clothing

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Performance Evaluation

- Initial evaluation period may include daily and weekly assessments during the first six months
- Ongoing performance evaluations are conducted annually and as needed
- Evaluations are based on job knowledge, safety practices, reliability, recordkeeping, and teamwork
- After one year, you will begin the National Lineman College apprenticeship program upon supervisor recommendation once you have demonstrated readiness.

Signature _____ Date _____