



**TWO  
RIVERS**  
WISCONSIN

## Recruitment Announcement

### **APPRENTICE LINE WORKER CITY OF TWO RIVERS ELECTRIC DEPARTMENT FULL-TIME**

This is a training level position leading to skilled work in the construction, maintenance and repair of overhead and underground electric distribution and transmission facilities. An employee of this classification receives instruction concerning all phases of line crew work. The employee is responsible for observing safe work procedures at all times, and may be assigned to do tool, equipment and facilities maintenance, as well as general ground work, under supervision.

Candidates must be at least 18 years of age, have a high school diploma or GED equivalent, and have a diploma from a one-year line worker training program or equivalent electrical utility work history.

Must possess a valid Wisconsin Driver's License with the ability to obtain and maintain a Commercial Driver's License with air brake endorsement. Starting pay range \$31.81 - \$38.15 hourly, depending on qualifications.

The City of Two Rivers offers an excellent benefit package including participation in the Wisconsin Retirement System, comprehensive health and life insurance. The City is an equal opportunity employer. Confidentiality cannot be guaranteed.

Interested candidates should submit a detailed letter of interest, resume, and completed employment application by 4:30 pm on Monday, December 29, 2023, via email to [HR@two-rivers.org](mailto:HR@two-rivers.org) or by mail to:

City of Two Rivers  
Attn: Human Resources  
Post Office Box 87  
Two Rivers, WI 54241-0087



[www.two-rivers.org](http://www.two-rivers.org)



920.793.5526



920.793.5512



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POSITION TITLE: Apprentice Line Worker

EMPLOYMENT CLASSIFICATION: Full-Time

LATEST REVISION DATE: October 2023

DEPARTMENT: Electric Utility

### **NATURE OF WORK:**

This is a training level position leading to skilled work in the construction, maintenance and repair of overhead and underground electric distribution and transmission facilities. An employee of this classification receives instruction concerning all phases of line crew work. The employee is responsible for observing safe work procedures at all times, and may be assigned to do tool, equipment and facilities maintenance, as well as general ground work, under supervision.

The employee may also be assigned to do other tasks under supervision for training purposes as well as other tasks as may be assigned. Assignments are received in written or verbal form and supervision is received through consultation and observation by the Lead Line Worker, Electric Distribution Line Crew Foreman or Electric Director.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Participates in training programs leading to the acquisition of skills in the maintenance, repair and installation of overhead and underground electric distribution and transmission systems.

Enrollment in the State of Wisconsin Electric Line Worker Apprenticeship

Serves as ground person under supervision of line workers of higher classifications.

Climbs poles to install and maintain electric distribution and service facilities. Attaches equipment to pole structure.

Stands by for call-out for emergency service on round-the-clock basis for seven-day periods when so assigned.

Operates equipment for training or support purposes.

Performs related work as required. Performs other tasks as may be assigned.

### **KNOWLEDGE, ABILITIES AND SKILLS:**



Physical strength and agility sufficient to climb poles and perform a variety of tasks in the repair and maintenance of varied utility facilities and to perform arduous work for long hours, often under adverse weather conditions.

Knowledge of high school level mathematics (Algebra and Trigonometry).

Knowledge of high school level general science.

Knowledge of vehicle operation and maintenance.

Ability to understand and follow oral and written instructions.

Possession of a valid driver's license. Ability to obtain and maintain Commercial driver's license with air brake endorsement.

Good physical condition.

#### **REQUIRED EXPERIENCE AND TRAINING:**

Graduation from a standard high school or vocational school, supplemented with a diploma from a one-year line worker training program or equivalent electrical utility work history.

#### **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools or controls and reach with hands and arms. The employee is frequently required to stand for long periods. The employee is required to walk and climb stairs, climb step ladders or balance on structures, talk or hear, smell, stoop, kneel, crouch, crawl and enter confined spaces.

Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and the ability to adjust focus. Specific hearing abilities required include being able to hear alarms, normal interpersonal conversations, radio and telephone conversations.

#### **WORKING ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee works in all types of indoor and outdoor environmental conditions. The employee frequently works near moving mechanical parts and is exposed to wet and/or humid conditions. The employee occasionally works in precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock and vibration. The employee occasionally may be exposed to toxic or caustic chemicals. The noise level in the work environment is often moderately loud and occasionally very loud.

**OTHER CONDITIONS:**

As per City policy, a drug and alcohol test will be required prior to employment and a residency radius must be maintained throughout City employment.

This position will also be subjected to random drug and alcohol testing throughout employment.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



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# APPLICATION FOR EMPLOYMENT CITY OF TWO RIVERS

[www.two-rivers.org](http://www.two-rivers.org)

Thank you for applying for employment with the City of Two Rivers.

Complete the entire application, including signature and date, to ensure consideration. A resume may be attached but is not a replacement for the information requested in the application. The City of Two Rivers does not retain applications for future position vacancies. If at any time after this point you wish to be considered for employment with the City, please complete an application at that time. The City of Two Rivers is an Equal Opportunity employer and does not discriminate based on race, color, religion, national origin, creed, age, marital status, sex, sexual orientation, disability, or any other characteristic protected by State or Federal law. Completed applications should be submitted to **City of Two Rivers, Human Resources, P.O. Box 87, Two Rivers, WI 54241**, dropped off in person at **City of Two Rivers City Hall, 1717 E Park Street, Two Rivers, WI 54241** or electronically to [HR@two-rivers.org](mailto:HR@two-rivers.org).

**Incomplete or illegible applications will not be considered.**

## POSITION INFORMATION

<b>Position you are applying for:</b>		<b>Date:</b>	
<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Seasonal Hours <input type="checkbox"/> Limited Term/Temporary			

## APPLICANT INFORMATION

Last Name		First		M.I.	
Street Address				Apartment/Unit #	
City				State	ZIP
Phone			E-mail Address		
Date Available		Desired Salary		Comments	
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for the City of Two Rivers?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, when?		
Are you related to anyone that is employed by the City of Two Rivers?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, please state name and relationship (include in-laws):		
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:		
Have you ever been convicted of a misdemeanor crime of domestic violence?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:		
Are you prohibited by state or federal law from possessing a firearm?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:		
Do you possess a valid Wisconsin driver's license?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Driver's License Number:		
Do you possess a valid Wisconsin Commercial Driver's License?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Certifications:		
Have you ever been convicted of driving under the influence of alcohol or controlled substances?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain:		

EDUCATION										
<b>High School</b>					Address					
Did you graduate?		YES <input type="checkbox"/>		NO <input type="checkbox"/>		If no, have you passed a high school Equivalency or GED test?			YES <input type="checkbox"/>	NO <input type="checkbox"/>
<b>College</b>					Address					
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree			
<b>College</b>					Address					
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree			
<b>Other</b>					Address					
From		To		Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree			

SPECIAL SKILLS OR QUALIFICATIONS
Describe any special skills applicable to this position:
Describe any additional training and experience applicable to this position:

REFERENCES			
<i>Please list three professional references.</i>			
<b>Full Name</b>		Title	
Organization		Phone	
Relationship			
<b>Full Name</b>		Title	
Organization		Phone	
Relationship			
<b>Full Name</b>		Title	
Organization		Phone	
Relationship			

PREVIOUS EMPLOYMENT (PLEASE LIST MOST RECENT FIRST)									
Employer						Phone			
Address						Supervisor			
Job Title				Starting Salary		\$		Ending Salary \$	
Responsibilities									
From				To				Reason for Leaving	
May we contact your previous supervisor for a reference?						YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Employer						Phone			
Address						Supervisor			
Job Title				Starting Salary		\$		Ending Salary \$	
Responsibilities									
From				To				Reason for Leaving	
May we contact your previous supervisor for a reference?						YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Employer						Phone			
Address						Supervisor			
Job Title				Starting Salary		\$		Ending Salary \$	
Responsibilities									
From				To				Reason for Leaving	
May we contact your previous supervisor for a reference?						YES <input type="checkbox"/>		NO <input type="checkbox"/>	
Employer						Phone			
Address						Supervisor			
Job Title				Starting Salary		\$		Ending Salary \$	
Responsibilities									
From				To				Reason for Leaving	
May we contact your previous supervisor for a reference?						YES <input type="checkbox"/>		NO <input type="checkbox"/>	

**CERTIFICATION**

I certify the answers given by me to the foregoing questions and any statements made by me are complete and true to the best of knowledge and belief. I understand that any false information, omissions, or misrepresentations of facts regarding information called for in this application may result in rejection of my application, or discharge at any time during my employment. I also agree that, if City policy requires, I am willing to submit to drug testing to detect the use of illegal drugs prior to and during employment. I understand that if I am hired, my employment shall be "at-will" and that either the City or I can choose to terminate the employment relationship for any reason, or no reason at all, with or without notice.

**AUTHORIZATION**

I understand that background, drug, or medical testing may be conducted on me as part of the process to determine my fitness for employment, and hereby agree to submit to such testing. I authorize all persons, schools, companies, medical practitioners, current and/or former employers, and law enforcement authorities to release any information concerning my background or test results, and hereby release any said persons, schools, companies, medical practitioners, current and/or former employers, and law enforcement authorities from any liability for the damage whatsoever for issuing this information.

**Signature:****Date:****OPTIONAL: CONFIDENTIALITY**

Under Wisconsin State Statutes, the names of applicants must be revealed unless a request for confidentiality is received from the applicant. If you wish to keep your name confidential to the extent allowed by the Wisconsin Statutes, you need to sign the request below. Please understand that should you become a finalist for employment and a request is made, Wisconsin Statutes require us to release your name.

I request that my employment application and all related references and documents remain confidential to the extent allowed by Wisconsin Statutes since they would tend to reveal my identity.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_