

<b>GPL-TAD-GE6/2</b>	<b>OUTPUT FOCUS JOB DESCRIPTION</b>		<b>OPERATIONS DIVISION: TRANSMISSION &amp; DISTRIBUTION</b>
<b>Position:</b> NETWORK PATROLMAN	<b>Grade:</b> GE 6	<b>Incumbent:</b>	<b>Reports To:</b> SUPERINTENDENT
<b>Manages:</b> Nil			

**JOB PURPOSE:** Report defects in the Transmission & Distribution Network to the Network Supervisor/Line Superintendent / T& D Engineer and Conduct New Service Investigations.

**KEY OUTPUTS:**

- Defect Lists (HV & LV)
- Updated Network Patrol Inspection Database
- Network Drawings
- Commercial Service Orders
- Bi Annual Appraisal

**KEY RESPONSIBILITY AREAS:**

1. Submit Daily, Weekly and Monthly Reports on the Transmission and Distribution System.
2. Check Transmission and Distribution Structures for structural defects.
3. Check T& D network for the following:
  - a. Rotten Poles\Stubs and Sleepers.
  - b. Leaning Poles.
  - c. Severed and poor earths on Transformers, Dead Ends and Branch Poles Structures
  - d. Defective Insulators, Lightening Arrestors, R.C.O, SPD and GAB Switches.
  - e. Defective Cross Arms, Planks and Runners.
  - f. Overgrown trees within the proximity of Primary, Secondary and Service mains.
  - g. Breaches of Safety Clearance.
  - h. Inaccurate guy ratio, Poor or missing down Guys and anchors.
  - i. Heavy Sagging H.V\L.V. Conductors.
  - j. Inaccurate span distance according to construction practices.
4. Check overhead structures (Conductors, Line and Pole Hardware Accessories) to affect the Planned Maintenance activity in accordance with GPL's standards, specifications and norms defined and modified from time to time.
5. Provide relevant and accurate information as it relates to modification of the network and update the database
6. Assist with the Construction, Commissioning and Maintenance of all networks.
7. Assist with the supervision of Maintenance and Emergency teams.
8. Comply with the Company's Safety Rules and Standard Line Practice Codes.
9. Ride/Drive the Company's vehicle as required provided being a licensed driver and certified by the fleet maintenance department.
10. Perform other duties that may be assigned to you within the scope of your employment, from an Authorized Officer.

**Required Competencies**

Core/Leadership	Skill Level & Importance		Description/Behaviours
	Level	Importance	
Adaptability & Managing Change	1	H	<ul style="list-style-type: none"> <li>Responds readily to changing priorities and circumstances (e.g. work locations, duration, environment)</li> <li>Shows a willingness to acquire a range of skills and knowledge</li> </ul>
Applying Learning	2	L	<ul style="list-style-type: none"> <li>Creates opportunities to share new knowledge with others.</li> <li>Puts new knowledge, understanding, or skill to practical and /or innovative use on the job.</li> </ul>
Communication	2	H	<ul style="list-style-type: none"> <li>Asks questions to clarify and confirm information to ensure common understanding.</li> <li>Recognizes others immediate feelings and emotions and responds in ways that communicates clear understanding.</li> </ul>
Creativity & Innovation	1	H	<ul style="list-style-type: none"> <li>Recognizes new ways to accomplish tasks.</li> </ul>
Customer Service	2	M	<ul style="list-style-type: none"> <li>Takes personal responsibility for addressing customer service issues.</li> <li>Makes decisions with the customer in mind.</li> </ul>
Decision Making	2	M	<ul style="list-style-type: none"> <li>Makes appropriate independent decisions in non-routine situations.</li> <li>Considers the risks and consequences of action and decisions.</li> <li>Monitors impact and effectiveness of decisions.</li> </ul>
Results oriented	2	M	<ul style="list-style-type: none"> <li>Is persistent in achieving improved results.</li> <li>Measures progress against targets.</li> <li>Acknowledges the work and contribution of others.</li> </ul>
Safety	3	M	<ul style="list-style-type: none"> <li>Serves as a model of safe behaviour.</li> <li>Continuously builds awareness and understanding of safety issues.</li> <li>Demonstrates and explains safety equipment and /or procedures.</li> <li>Confronts others about safety concerns and/or violations.</li> </ul>
Teamwork	2	M	<ul style="list-style-type: none"> <li>Actively includes individuals from diverse backgrounds in team activities.</li> <li>Spends time helping others think through issues.</li> <li>Expresses positive attitudes and expectations of others abilities and contributions.</li> </ul>
Leading and developing others	1	M	<ul style="list-style-type: none"> <li>Sets clear direction and gives step-by-step guidance.</li> <li>Builds others' confidence, making them feel better equipped to do their jobs and encourages their voices to be heard in decision making.</li> </ul>

**Technical/ Functional Competencies**

Technical/Functional	Skill Level B, W, A,E	
	Level	Importance
Knowledge of Engineering Drawing	W	2
Ability to analyse and interpret Technical procedures	W	1
Ability to effectively present information	W	2
Ability to define or identify problem, collect data, establish facts and draw conclusion	W	2
Ability to interpret an extensive variety of Technical instructions in measurement or in diagram form	W	2
Proficient in the use of Microsoft Suite	B	1

**MINIMUM REQUIRED EDUCATION AND EXPERIENCE**

1. Diploma in Electrical or Industrial Engineering from the University of Guyana three (3) years relevant within the Transmission Network

OR

2. G.T.I. Technician's Diploma in Electrical Engineer or City and Guilds Certificate in electrical Installation Parts 1 & 11 or its' with three (3) subjects CSEC or CAPE inclusive of Mathematics and English and one Science Subject equivalent plus five (5) years relevant experience

OR

3. Certificate – Board of Industrial Training (Electrical) with ten (10) years relevant experience within the Transmission Network.

**Legend:**

<b>H:</b>	High Requirement. Required performance could not be achieved without demonstration of this competency.
<b>M:</b>	Medium Requirement. Required performance would be difficult to attain without demonstration of this competency.
<b>L:</b>	Low Requirement. Required performance is not dependent on demonstration of this competency.
<b>I,II,III,I V:</b>	The skill level required for effective performance. Skill levels are defined in the Competency Model
<b>*</b>	If a formal leader, all leadership competencies will apply. A formal leader is primarily responsible for the leadership and/or supervision of others. Duties are generally different than the duties of the others in the group.
<b>B:</b>	Basic – Brief, general familiarity. Understanding of where knowledge can be applied, but limited on-the-job application.
<b>W:</b>	Working – Detailed familiarity and understanding. Proficient in applying the knowledge and skills for regular job requirements.
<b>A:</b>	Advanced – Comprehensive understanding (in-depth familiarity with fine points). Able to handle complex or non-routine applications.
<b>E:</b>	Expert – Comprehensive and conceptual understanding. Expert, “go to” resource, can handle highly complex problems or Situations.

**This document is validated as an accurate and true description of the job as signified above.**

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Employee Sign Date

\_\_\_\_\_  
Supervisor Sign Date

\_\_\_\_\_  
Head of Department/Division Sign Date

\_\_\_\_\_  
Date received in Human Resource Division

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Date Created/revised