

## UTILITY FORESTER I / II

Southside Electric Cooperative is seeking to fill two Utility Forester (Level I & II) positions in our Crewe and Altavista offices. Though based in Crewe or Altavista, this position will require considerable travel throughout our coverage area. Selected candidates will be placed into the I or II designation based on their credentials at the time of hire.

Utility Foresters are responsible for the monitoring and inspection of the work performed by right-of-way contract crews and contract arborists including review of and oversight of member-related issues. Activities include invoice review and approval, planning and field inspection, Cooperative member interaction, coordination of field crew deployment, interaction of contract crews with Cooperative field crews and enforcement of Cooperative safety standards for contract labor crews.

Essential functions also include:

- Field auditing of completed clearing, side-trimming and herbicide applications to ensure all contract specifications are maintained.
- Periodic inspection of the Cooperative's rights-of-ways to locate and identify hazard trees, undergrowth or side-trimming/overhang issues.
- Periodic review of all contracts describing vegetation management.
- Assist with the coordination, release, negotiation and finalization of all vegetation management contracts.
- Review of contractor deficiencies and deviations from contract specifications; ensure enforcement of contract specifications.
- Assist (as needed) in contractor disputes over billing, unit specifications or other specific project issues.
- Track contract project costs on assigned projects to ensure budgeted project expenses are maintained.
- Participation in the preparation of the annual Engineering budget including all required annual vegetation contract outlays.
- Review and resolve complaints regarding interaction of contract vegetation labor and the membership.

### Experience:

- Level I - Minimum two (2) years' experience in Forestry, arboriculture, or horticulture. Associates degree may substitute two (2) years of experience.
- Level II - Minimum 4 (4) years' experience forestry, arboriculture, or horticulture. Associates degree may substitute for two (2) years of experience. Minimum one (1) year experience in a position of supervision preferred.

### Knowledge:

- Thorough understanding of State and Federal standards pertaining to right-of-way maintenance.
- Thorough understanding of the National Electric Safety Code (NESC).
- Ability to interpret construction design drawings, plan and profile drawings and survey plats as they relate to right-of-way clearing and management.
- Knowledge of construction practices and procedures including both overhead and underground distribution and overhead transmission designs.

- Must be able to review, analyze and document all right-of-way activities in coordination with the Contractor Administrator and Vegetation Contractors.
- Must be able to review vegetation work practices and offer suggestions for improvement based on changing requirements.
- Must be able to review, understand and apply information from other utilities and industry standards to ensure conformance with utility best practices.
- Must be able to monitor and adhere to budgets.
- Must be able to interpret various contract documents to ensure that vegetation activities meet all applicable requirements.
- Must be able to interact with the Membership, Property Owners and others as it relates to vegetation management programs. Many of these interactions will be difficult and at times unique.

### **Education & Training Requirements:**

- High school diploma or GED required for both positions
- Associate or bachelor's degree in Forestry, Forestry Management, or related field required within 4 years of hire.
- *(Southside Electric Cooperative provides a Tuition Reimbursement program to help selected candidate attain the educational requirements.)*
- ISA Certified Arborist preferred or the ability to acquire within four (4) years of employment.
- Certified Pesticide Applicator preferred or the ability to acquire within one year of employment.
- ISA Utility Specialist preferred.

At Southside Electric Cooperative our Members are our priority, therefore, our field team are first responders when the lights go out. At Headquarters, it's up to us to make sure they have exceptional support while they are working long hours in crisis situations. While it doesn't happen often, we are always ready to roll up our sleeves and pitch in when it's all hands-on deck, therefore, you must be able to report to work whenever needed.

Selected candidate must reside, or be willing to relocate to, within 60 minutes legal driving time to the district office where he or she is assigned.

We offer a highly competitive salary and an unrivaled benefits package that includes retirement, 401(k), tuition reimbursement, HSA, HRA, and life, health, dental, and vision insurance.

Documents to establish identity and employment eligibility are required. Offers of employment are conditional upon a negative alcohol and controlled substance test. *All employees are subject to random drug and alcohol testing throughout their employment.*

All qualified applicants will receive consideration for employment without regard to race, color, age, national origin, or disability.

**WE ARE PROUD TO BE AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER**

## **NO RECRUITERS OR AGENCIES**

### **PLEASE READ THE FOLLOWING SPECIFIC INSTRUCTIONS FOR APPLICATION**

A completed SEC Application for Employment is **required** and can be found on our website at [sec.coop/careers](http://sec.coop/careers). Completed applications must be received by 5:00 p.m., Eastern Time, Monday, November 26, 2018. You may:

- complete the SEC application on your computer, save as ***YourLastName, YourFirstName SEC Application***, and click the Submit button at the end of the application to automatically email the application.
  - This will open a new email dialog box addressed to [sec.applications@sec.coop](mailto:sec.applications@sec.coop). **Please change the subject line to reflect your first and last name and the position you are applying for.**
  - You will have an opportunity to attach other documents, such as your resume and cover letter before sending.
  - **CAUTION Chrome users:** you **must save** the completed application **prior to clicking the Submit** button, otherwise, Chrome will delete all your entries and the submitted application will be blank. Please open the application that is attached to the email prior to clicking "Send" to make sure that it is not blank.

*If you are unable to use the Submit button, please use any of the following methods to relay your SEC Application for Employment and other documents:*

- save the completed application to your computer and email it to [sec.applications@sec.coop](mailto:sec.applications@sec.coop). Or,
- print the completed application and fax to (434) 645-3202. Or,
- bring a printed copy of your completed application to the Southside Electric Cooperative Headquarters Office located at 2000 W. Virginia Avenue, Crewe, VA between the hours of 8:00 a.m. and 5:00 p.m. Eastern time Monday – Friday.
  - *We do not accept applications at any of our District offices.*
- We are unable to accept applications or resumes\* by mail.

*If you are unable to sign the SEC Application, please submit the application without your signature.*

*Due to the excessive amount of ink used to print application pages that are photographed with a camera app, we kindly request that **no** .jpg or other photographed versions of the application or other documents be submitted.*

***\*ALL job seekers must submit a completed SEC Application for Employment in order to meet the application requirements.***