

DOMINION TRANSMISSION, INC. AND DOMINION HOPE

JOB DESCRIPTION

<u>TITLE:</u>	<u>CODE NO.:</u>
Field/Distribution Worker (Less than 1 Yr.)	011
Field/Distribution Worker (1 Year)	012
Field/Distribution Worker (1 1/2 Years)	018
Field/Distribution Worker (2 Years)	024
Field/Distribution Worker (3 Years)	036
Field/Distribution Worker (5 Years) Grade 2	070
Field/Distribution Worker (8 Years) Grade 3	080
Field/Distribution Worker, Sr. (10 Years) Grade 5	081
Casual Rouster – All Levels	00004, 00005, 00007

REPORTS TO: As Assigned

DATE: August 15, 2010

RESPONSIBILITIES:

Perform a variety of unskilled and semi-skilled duties, either individually or as a member of a crew, incidental to the installation, operation and maintenance of corporate production, transmission, storage, distribution and related facilities and equipment.

ASSIGNED DUTIES:

1. Perform and/or assist in performing any combination of the following or similar unskilled and semi-skilled duties incidental to the installation, operation, repair and maintenance of corporate facilities and equipment as assigned, including but not limited to the following:
 - a. Digging, back filling, moving material, cutting rights-of-way, repairing roads, etc.
 - b. Operate various kinds of heavy duty, power driven hand tools and/or small tractor type equipment.
 - c. Assist in bailing and repairing wells, including servicing, setting up and tearing down related equipment.
 - d. Assist welder in the performance of his duties by servicing welding machine to assure proper levels of oil, water and gasoline; check oxygen and acetylene tanks for sufficient pressure; set up welder; clean and align pipe, material or equipment as necessary.

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- e. Walk lines, blow drips, repair leaks, monitor, record and report pressure and conditions, change charts, read meters, compute volumes of gas passed and operate flow controllers, regulators and various type control gates and valves as required to adjust pressures and volumes.
 - f. Operate and perform various duties incidental to the operation of personnel carrying vehicles.
 - g. Perform all duties incidental to the installation and maintenance of plastic and metal pipe and related fittings and connections.
2. Make minor repairs to equipment used in the performance of assigned duties, keeping the equipment in safe and proper working condition.
 3. Promote good customer and public relations.
 4. May direct one other employee in the performance of assigned duties.
 5. Prepare records and reports as required.
 6. May perform other duties as required in higher or lower classifications.

NOTE: Any Casual employee classified and performing duties under this Job Description will be entitled to temporary upgrade when required to perform the duties of any job classified at the Grade 5 Level or above.