

Tapping/Stoppering Specialist "A"

NATURE AND SCOPE OF POSITION

Lead, direct, instruct, and work as a member of a crew for the purpose of the installation, maintenance, and repair of the Dominion East Ohio pipeline system. Perform skilled duties as related to the stoppering, tapping and stopple activities. Lead, direct, and instruct other classifications in all stoppering, tapping and stopple activities.

Typical Duties:

- Work as a member of a Tapping/Stoppering crew and with other classifications assigned to tapping/stoppering work.
- May be assigned individual functions associated with tapping/stoppering work.
- Perform other duties within the classification that the employee previously held.
- Prepare and maintain all required paper work.
- Follow all Dominion safety procedures and Standard Operating Procedures (S.O.P.).
- Requisition of materials, tools, and equipment as needed.
- Work with other departments, utilities, contractors, etc. to ensure proper completion of jobs in accordance with Standard Operating Procedures (S.O.P.).
- Interpret drawings and blue prints, etc., inspect tapping/stoppering work, and determine the appropriate type of corrective action when needed.
- Notify his or her supervisor when unusual conditions are encountered.
- Operate and perform routine maintenance on all tools and work equipment, i.e., boom truck, backhoes, tapping/stoppering equipment, safety equipment, etc.

Qualifications:

- Must have satisfactorily performed all the duties associated with the Tapping/Stoppering Specialist "B" position for one (1) year.
- Must have demonstrated the ability to work with, direct and instruct others.
- Must be able to work and make decisions independently without direct supervision.
- Must have demonstrated proficiency in the operation of the necessary vehicles, tools, and equipment associated with tapping/stoppering as a Tapping/Stoppering Specialist "B".
- Must be willing to travel out of his or her normally assigned work area and work overtime as required.
- Must be able to work shifts and be available for overnight stays when required.
- Must have an acceptable attendance and work record.
- Must have a valid Commercial Drivers License with an air brake endorsement.