

NORTHWESTERN ENERGY
INTERNAL/EXTERNAL POSTING: JOB REQUISITION # 2516
POSTING DATES: January 15, 2018 through January 29, 2018

Title	Apprentice Gasman
Department/Division	Distribution Operations
Work Location	Grand Island, NE
Guidepost	\$21.93 to \$36.55 per hour (CBA U26)
Employment Status	Regular Full-time
Employment Physical	Required
Drug Test	Required
Background Check	Required
Relocation Benefit	Negotiable

SUMMARY OF JOB DESCRIPTION

The Apprentice Gasman trains and works under the supervision of Journeyman Gasman to develop the abilities and functions of Journeyman Gasman. Over the course of their training, they are required to safely and efficiently perform all of the duties of the Journeyman Gasman.

DESCRIPTION OF ESSENTIAL FUNCTIONS

- All NorthWestern Energy employees are required to adhere to company safety standards and the Code of Business Conduct & Ethics
- Ensure all actions are consistent with NorthWestern Energy's values, mission, and strategic business objectives
- Communicate verbally and understand audible signals in emergency/safety situations
- Perform those physical and mental requirements required to undertake a multi-step apprenticeship process designed to train the worker to safely and efficiently perform all aspects related to the installation, maintenance, and service of gas distribution lines
- Satisfactorily complete required program to progress to qualified Journeyman Gasman status
- Work overtime outside of scheduled hours, participating in either call out availability or an on-call rotation schedule, in response to acute and/ or planned service needs
- Work as a team member to safely and efficiently complete work activities
- Complete all needed documentation as required

MARGINAL WORK FUNCTIONS

**These functions may be considered essential based on location, current level of apprenticeship training, and other factors.*

- Weld steel pipes (in Montana only)*
- Drive to installation locations*
- Respond to natural gas emergencies*
- Aid in the completion of service orders as assigned*
- Participate in installation, repair, and other duties related to all aspects of the natural gas distribution system as directed*
- Operate hand and heavy equipment including backhoes, trenchers, and other necessary tools*
- Install pipe including fusing plastic pipe and cleaning and wrapping pipes and joints*
- Complete scheduled leak surveys; assist in snow removal and manhole pumping; locate services accurately; perform meter reading duties as assigned; and construct, install, and set up commercial and residential meters*

- Perform service related tasks including but not limited to working with customers in homes, gas leakage checks, CO checks, appliance checks, no heat, high-bill complaint investigations, reestablishing services (gas turn-ons), and lighting pilot lights*
- Perform DOT required functions such as cathodics; leak surveys; and maintenance and operation of valves, regulators, and factored meters*
- Prepare accurate and complete documentation including service orders, time tickets, material requisitions, emergency plans, cathodic protection documentation, and metering records*
- Work in various locations depending on project assignment; complete overnight travel as required*
- Participate in installation and repair of natural gas main service and composite construction projects*
- Interact with the public*
- Organize equipment and perform regular and preventative maintenance*
- Respond from home to primary work location within a reasonable amount of time

GENERAL QUALIFICATIONS

- High school diploma or equivalent
- Completion of post-secondary technical program preferred
- During course of the Apprenticeship, will be required to complete NWE Gas Operator Qualification and HAZMAT programs
- Valid Driver's License and satisfactory driving record
- Valid Commercial Driver's License may be required
- First Aid/CPR Certification
- Knowledge of applicable codes and safety policies/procedures
- Demonstrate and maintain a good safety record

SELECTION PROCESS

When considering applicants for this position, the selection process will take into consideration the needs of NorthWestern, including such factors as reorganization requirements, diversity opportunities, relocation requirements, employee development and job succession. If any of the preceding language conflicts with the applicable bargaining unit agreements, the bargaining unit agreement will prevail.

APPLICATION PROCEDURES

External applicants should apply online at <http://www.northwesternenergy.com>. Internal applicants should apply online at iConnect. In compliance with the ADA Amendments Act, should you have a disability that requires assistance and/or reasonable accommodation with the job application process, please contact the Human Resources department via phone at 1-800-245-6977, or via email at job.inquiries@northwestern.com.

NorthWestern Energy
Human Resources Department Job # 2516
3010 West 69th Street
Sioux Falls, SD 57108

We are an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, gender, age, disability, veteran status, genetic information or any other protected class in accordance with applicable federal or state laws and statutes.
