



Job Posting #:	74FCU12082025	Posting Type:	External
Job Title:	Apprentice Substation/Substation Technician	Grade/Classification:	N/A – Non-Exempt
Department:	Substation	Location:	Culpeper, VA

Job Description

OVERVIEW

The Apprentice Substation Technician/Substation Technician will inspect, operate, maintain, and construct the electrical substations of the Cooperative to provide adequate and continuous service at the lowest possible cost to the members of the Cooperative in a safe and efficient manner.

ROLE AND RESPONSIBILITIES

- Perform substation inspections
- Proper use of all Apparatus to isolate equipment for testing or repairs
- Assisting job layout with necessary equipment and supplies for proper and complete job performance
- Maintaining, updating and revising of equipment records in Cascade
- Utilize Microsoft Outlook any other software programs as required by job responsibilities

QUALIFICATIONS AND EDUCATION REQUIREMENTS

High school diploma or GED (General Equivalency Diploma) required. Technical training in basic electricity, relay testing and electric apparatus testing strongly desired. Strong mathematics and mechanical aptitude required. Entry level with on-the-job experience in combination with 8-Step Training Program to develop skills in four (4) years. *Salary and level will be commensurate with experience.*

Candidate must become familiar with functions and services of all other departments of the Cooperative. Must learn and follow Cooperative safety rules. Knowledge of construction specifications and National Electric Safety Code requirements desired. Must keep informed of all Cooperative operating policies.

Must have the ability and skill to carry out equipment installation, maintenance, and testing programs. Must be able to climb ladders to perform equipment maintenance or installations. Must possess basic computer skills, to include a working knowledge of Microsoft Office and other applications as required by job responsibilities. Must possess or obtain a valid Class A Commercial Driver's License (CDL) within the first six (6) months of employment. Perform other duties as assigned.

Must travel to various substations and locations throughout the system to complete many work assignments. Must be willing and able to work in all weather conditions. Occasional overtime may be required. Must be able to perform hard physical labor when necessary including lifting and carrying up to 75 pounds. Wearing Personal Protective Equipment is required. Occasional travel away from the cooperative service territory may be required for training.

HOW TO APPLY

Internal Applicants: Interested parties should submit an internal application via the HR HUB OR resume via rechr@myrec.coop.

Applicants: Use our <https://www.myrec.coop/careers> to apply for the opportunity. Please indicate the Job Posting ID #74FCU12082025

Deadline: Monday, December 21st @ 5:00PM EST

*The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as a complete list of all responsibilities, duties, and skills required of personnel so classified.