



POSITION DESCRIPTION

Position Title:	Operations Laborer – Cable & Natural Gas Pipeline Locator		
Description Number:	5.5.2	Classification:	Laborers
Department:	Operations/Engineering	FLSA Status:	Non-exempt
Date issued/Revised:	May 2026	Employment Status:	Full-time/Seasonal

Summary of Position:

The Operations Laborer – Cable & Pipeline Locator is responsible for locating and marking underground electric distribution cables and natural gas pipelines to support safe excavation and protect Cooperative infrastructure. This role supports system operations by ensuring accurate, timely, and compliant responses to Gopher State One Call (GSOC) tickets.

The position plays a key role in maintaining public safety, preventing service disruptions, and supporting reliable service to members. This role works primarily in field environments and partners with internal teams, contractors, and excavators to coordinate locating activities.

Job Responsibilities:

1. **Locating:** Performs locating and marking of underground electric distribution cables and natural gas pipelines in accordance with GSOC requirements and Cooperative procedures
 - a) Reviews and processes GSOC tickets to determine presence of Cooperative underground facilities
 - b) Completes required ticket responses and documentation within established timelines using GSOC systems
 - c) Coordinates with internal teams and external contractors to support safe excavation and locating activities
 - d) Maintains accurate records of locates, markings, and responses in applicable systems
 - e) Utilizes mapping systems, locating equipment, and field tools to accurately identify underground infrastructure
 - f) Assists with exposing underground facilities as needed to verify locations
 - g) Supports operations and field services activities as assigned, including general labor and system support tasks
 - h) Ensures compliance with safety standards, regulatory requirements, and Cooperative policies
 - i) Maintains positive member and public relations through professional interaction and respect for property

This position description is intended to describe the general nature and level of work performed and is not an exhaustive list of all responsibilities. The Cooperative reserves the right to assign, modify, or adjust duties as business needs evolve.

This document does not constitute a contract of employment and may be updated as organizational needs change.

Specifications:

Education and Experience:

- Combination of education and experience equivalent to 1–3 years in a related field; experience in utility, construction, field services, or infrastructure environments preferred
- Experience supporting outdoor or field-based operational work preferred
- Experience with underground utility locating or natural gas systems preferred

Skills and Abilities:

- Ability to read and interpret maps, utility markings, and technical information
- Ability to operate locating equipment, handheld devices, and computer-based systems
- Strong attention to detail and ability to perform work accurately in field conditions
- Effective communication skills with internal teams, contractors, and members
- Ability to manage time and prioritize work to meet required deadlines
- Basic understanding of electric distribution systems and/or natural gas infrastructure preferred

Additional Expectations:

- Valid driver's license and ability to meet insurability requirements
- Ability to obtain and maintain Operator Qualification (OQ) certification
- Ability to work outdoors in varying weather conditions
- Overtime may be required based on workload and operational needs
- As part of a utility organization, work may extend beyond standard hours in response to outages, emergencies, or operational needs
- May be contacted outside of standard business hours and expected to provide support as needed

Physical Demands and Working Conditions:

Summary:

Work is performed primarily in field environments with exposure to outdoor conditions, varying weather, and terrain. The role requires standing, walking, climbing, kneeling, and lifting equipment (typically up to 25 pounds).

The position may work near energized equipment, vehicular traffic, and construction environments. Occasional work may be performed in an office setting for documentation and system updates.

The role requires the ability to safely navigate uneven terrain, work around physical barriers, and maintain situational awareness in active work zones.

Reporting Relationships:

Reports to:	Dispatch Supervisor
Supervises:	No one
Directs work of:	No one
Team members:	Cable Locator/Energy Services Specialist, Service Technician – Ottertail, Electric/Natural Gas Technician, Dispatch employees
External relationships:	Cooperative customers, excavators, contractors

Leading Self:

1. Communicate Effectively – Express ideas clearly and concisely. Provide information people need to know to do their jobs, and to convey motivation for being a member of the team.

2. Interpersonal Skills – Relate well to all people. Carefully listens to the ideas and suggestions of others. Understands own affect on situations and people. Accurately senses when to give and take when negotiating.
3. Manage Self/Results Oriented – Is action oriented, works hard and uses time and resources effectively and efficiently. Takes initiative, and completes projects.
4. Individual Performance and Technical Knowledge – Has the functional and technical knowledge and skills to do the job safely, efficiently, and productively
5. Continuous Learning – Is self-aware of personal strengths, weaknesses, opportunities, and limits. Is personally committed to and actively works to continuously improve himself/herself
6. Adaptability – Learn quickly when facing new problems. Change approach midstream when something isn't working
7. Customer Focused – Dedicated to meeting the expectations and requirements of internal and external customers
8. Teamwork – Understands and be committed to the goals of the team. Collaborate well with others.
9. Business Focused – Understands LREC’s business and the impact of each employee’s fair share of work. Uses time and resources to accomplish LREC business objectives.

Physical Demands Required to Perform Duties:

- Frequently – Every day to once a week occurrence.
- Occasionally – Less than once a week or seasonal occurrence.
- Not Applicable – Not likely to happen.

Physical Demands	Frequency Examples
Standing	Frequently
Walking	Frequently
Sitting	Frequently
Lifting, Carrying	Frequently lift equipment and material weighing up to 25 lbs.
Twisting, Pushing, Pulling	Frequently
Climbing, Balancing	Frequently
Kneeling, Crawling	Frequently
Talking	Frequently
Hearing	Frequently
Communication	Frequently
Visual ability	Frequently
Bending	Frequently
Gripping, Grasping	Frequently
Other physical demands	Not applicable
Working Conditions	Frequency Examples
Exposure to outdoor conditions	Frequently
Low visibility	Not applicable
Noise	Occasionally
Moving parts	Occasionally
Energized equipment	Frequently
High, exposed places	Frequently
Radiant energy	Not applicable
Exposure to chemicals	Occasionally
Vehicular traffic	Occasionally
LED/LCD screens	Not applicable
Slippery conditions	Occasionally
Other environmental conditions	Not applicable