



EMPLOYMENT APPLICATION

Applicant Name: _____

Date: _____

Position: Fiber Optic Technician II

OEConnect, LLC, a wholly-owned subsidiary of Otsego Electric Cooperative, Inc. (OEC) places a great emphasis on customer service, teamwork, problem solving, and innovation. We look for people who exemplify these qualities and are willing to work hard for our membership.

OEConnect, LLC provides an equal opportunity to all qualified individuals seeking employment and to all current employees. OEConnect, LLC does not unlawfully discriminate on the basis of race, color, religion, creed, national origin, age, sex, marital status, ancestry, disability, veteran/military status, arrest/conviction record, sexual orientation, domestic violence victim status, predisposing genetic characteristic or carrier status, and any other category protected by federal, state, and local laws.

Personal Information: (Please Print Clearly)

Last Name: _____ First Name: _____ Middle Initial: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Previous Address if less than 5 years at your current address:

Street Address: _____

City: _____ State: _____ Zip: _____

Contact Information:

Home Phone: _____ Cell Phone: _____

Fax #: _____ E-Mail: _____

Employment Eligibility: (Employment is contingent upon proof of legal right to work and I-9 completion)

Are you legally entitled to work in the United States? Yes No

If you are under 18 years of age, do you have a work permit? Yes No

Do you have a valid Driver's License? Yes No

Do you have a valid Commercial Driver's License? Yes No

Can you travel, if the position requires travel? Yes No

Have you ever worked for OEConnect or OEC under a different name? Yes No

If yes, please provide additional information and name: _____

Position Desired

Position Applied for: _____

How did you learn of this vacancy? _____

Annual Salary Desired: \$ _____ Date Available: _____

Are you able to perform the essential functions of the position? Yes No

Have you been previously employed by OEConnect, OEC, or another electric cooperative? Yes No

If yes, indicate position, department, and dates employed: _____

Do you have any relatives employed at OEC or OEConnect? Yes No

If yes, who? _____

Education and Training

Indicate highest level of education completed:

- High School
- College/University
- Graduate School
- Trade/Specialty School

Educational Institution: _____

Address: _____

Major and Minor (if applicable): _____

Degree Earned: _____

Did you Graduate? Yes No GPA: _____

Educational Institution: _____

Address: _____

Major and Minor (if applicable): _____

Degree Earned: _____

Did you Graduate? Yes No GPA: _____

Professional Certifications and licenses: _____

Other skills or experience pertinent to the job applied for: _____

Employment History (Must complete even if attaching a resume)

List your last two employers with the most recent first.

If you're currently employed may we contact your current employer? Yes No

Is this your current employer? Yes No

Previous Employer: _____

Address: _____

Supervisor's Name: _____ Supervisor's Title: _____

Contacts Name: _____ Contacts Phone #: _____

Employed From (mm/yyyy): _____ Employed To (mm/yyyy): _____

Current job title and pertinent duties: _____

Reason for seeking other employment: _____

Is this your current employer? Yes No

Previous Employer: _____

Address: _____

Supervisor's Name: _____ Supervisor's Title: _____

Contacts Name: _____ Contacts Phone #: _____

Employed From (mm/yyyy): _____ Employed To (mm/yyyy): _____

Current job title and pertinent duties: _____

Reason for seeking other employment: _____

Professional References (Please list only references that we may contact at this time)

1) Name, Title, Company: _____

Contact #(s): _____ Years Known: _____

2) Name, Title, Company: _____

Contact #(s): _____ Years Known: _____

3) Name, Title, Company: _____

Contact #(s): _____ Years Known: _____

Affidavit

Nonbinding Application and Interview Process: I understand that this application will be reviewed, but nothing in this application or any other documents that I receive from OEConnect, LLC shall be construed as either an offer or contract of employment or an obligation on the part of OEConnect, LLC to provide any benefit to me.

Employment-At-Will: I understand that my employment and compensation can be terminated with or without cause, and with or without notice, at any time, at the option of either OEConnect, LLC or myself. NOTE, however, for bargaining unit positions terms of the applicable collection bargaining agreement will apply to termination from employment. I further understand that OEConnect, LLC has a zero-tolerance policy with respect to drugs, alcohol, weapons and violence.

I hereby declare that my statements on this application and on my resume or documents provided by me to OEConnect, LLC are true and correct to the best of my knowledge. I acknowledge and agree that providing any false information may result in a decision not to hire me, or if hired, may result in the termination of my employment. I also authorize investigation of these statements. This investigation may include, but is not limited to: employment history, reasons for leaving previous employers, criminal record, credit record, driving record, social security number investigation, drug and alcohol testing, and degree/certificate verification. I hereby release OEConnect, LLC from all liability for any damages resulting for the information obtained. This application shall be considered active for a period of time not to exceed 180 days. If I have not heard from OEC after 180 days and still wish to be considered for employment, I acknowledge that I will need to submit a new employment application.

Applicant's Signature _____ Date: _____

Applicant's Name (please print): _____

POSITION DESCRIPTION
FIBER OPTIC TECHNICIAN II

I. OBJECTIVE:

- A. To be responsible for fiber optic construction, splicing, and maintenance and service drops for customer services on our fiber-to-the-home network.

II. REPORTING RELATIONSHIPS:

- A. Reports to: Kevin Rottingen, Line Crew Foreman

III. RESPONSIBILITIES:

- A. Fiber optic splicing (fusion and mechanical).
- B. Fiber optic troubleshooting, including OTDR and light meter readings.
- C. Perform construction-related duties, including buried and aerial drops and network extensions.
- D. Use Interpersonal skills for interaction with members and customers for installation requirements and issue resolution.
- E. Able to work from heights including pole on hooks, on ladder, and in bucket truck.
- F. Able to work in inclement weather.
- G. Able to work at night and to do Overtime and rotate on call hours.
- H. Work with electronic maps and document and maintain records of work performed.
- I. Operate company vehicles safely. Requires CDL.
- J. Aerial and Underground construction and maintenance of fiber optic lines.
- K. Preserves confidentiality of company issues when relating to staff, members and customers, and general public.
- L. Supports the Bylaws, guidelines, policies and philosophies of the cooperative at all times.
- M. The Fiber Optic Technician II shall be required to perform any other duties assigned in order to fulfill the objectives of the cooperative.
- N. Operation of vibratory plow and trenching equipment.

O. Ability to read splicing diagrams and network mapping.

P. 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 an exhaustive list of all responsibilities of personnel so classified.

IV. PHYSICAL REQUIREMENTS:

A. Body Movements – This position is rated at a Level 3.0 for PCP testing.

B. Visual and Audio Acuity - Visual and audio acuity is essential function of this position.

C. Travel – Frequent daytime travel across the entire service territory for mainline, service drop, splicing canisters, tap splicing, and subscriber and landowner issues. Infrequent overnight travel for meetings and training.

D. Substance Abuse Testing - Must pass all random and mandatory testing.

E. This position requires the ability to operate company vehicles safely.

V. EDUCATION:

A. High School or GED equivalent.

B. Some college or post high school education preferred.

VI. EXPERIENCE:

A. At least 2 years of telecommunications and fiber optics construction and maintenance.

B. Drop construction and maintenance.

C. Fiber Splicing.

D. Light meter and OTDR readings and analysis.

VII. JOB KNOWLEDGE:

- A. Background in telecommunications and home construction/remodeling.
- B. Experience with climbing, ladders and Bucket truck operation.
- C. Experience with trenching/plowing equipment.

VIII. ABILITIES AND SKILLS:

- A. Must be able to build mainline fiber and service drops to required specifications.
- B. Must have general PC abilities including Microsoft Office and tablet operating skills. Must be able to operate and navigate electronic maps.

IX. WORKING CONDITIONS:

- A. Normal field/office conditions. Some irregular hours may be required. Occasional travel may be required. After an offer of employment has been made, a physical examination is required which will include drug testing.