



Southwest Tennessee Electric
MEMBERSHIP CORPORATION

Job Title:	Substation & Metering Technician	FLSA Status:	Non-Exempt/Hourly
Reports to:	Substation & Metering Foreman	Pay:	Contractual Labor Agreement
Training:	Provided	Travel Required:	Travel Required
Position Type:	Full-Time	Date Posted:	July 29, 2026
Location Type:	In-Office	Posting Expires:	August 12, 2026
Location:	STEMC – Brownsville, 1009 E. Main St., Brownsville, TN		
Applications Accepted By:			
EMAIL: To: atipton@stemc.com or sdinkins@stemc.com Subject: Substation & Metering Technician - Brownsville		ONLINE: www.stemc.com/careers	
Job Description			
Position offered INTERNALLY and EXTERNALLY			
POSITION SUMMARY The Substation & Meter Technician is responsible for the construction, testing, inspection, maintenance, and troubleshooting of STEMC's substations, reclosers, voltage regulators, capacitor banks, and metering infrastructure. This position helps ensure the reliable delivery of safe, affordable electric service to all members by performing routine maintenance, diagnosing equipment issues, conducting system testing, and supporting the execution of capital improvement projects.			
ROLE AND RESPONSIBILITIES a. Installs, tests, programs, maintains, and repairs metering equipment including but not limited to advanced metering infrastructure (AMI), meters and their bases, primary and secondary potential and current transformers, and all associated wiring. b. Installs, tests, maintains, and repairs substation and distribution equipment including but not limited to substation power transformers, DC supply equipment, high and medium voltage switches, voltage regulators, transmission and distribution circuit breakers, line sectionalizers, reclosers and their attendant control and relay protection schemes. c. Must have a working knowledge of all related work rules, company policies, and safety practices.			

CORE COMPETENCIES

1. Safety: Places a high value on safety and hold themselves and others accountable. Understands all job-related work rules with regards to safety and actively practices them in day-to-day work.
2. Quality Work: Produce thorough, high-quality work with minimal errors. Seek feedback, make corrections as needed. Identify problems and solve them. Strive to improve processes. Work collaboratively with all departments and co-workers to implement systematic changes.
3. Productivity: Complete assigned work in a timely fashion. Utilize slow periods productively. Produce amount and volume at expected speed.
4. Technical Skills/Job Knowledge: Demonstrate high level of understanding of technical skills in area of expertise, technology, products, and/or processes involved. Duly perform assigned duties. Keep current on changes and be competent with all technology necessary to perform job.
5. Communication: Clearly convey oral and written communication. Keep others informed of activities and problems in timely manner. Listen well; respond appropriately and respectfully.
6. Teamwork/Ability to Work with Others: Demonstrate ability to work in a positive manner with co-workers and/or members with differing backgrounds, opinions, capabilities, etc. Willingly share skills, competencies, and knowledge with others. Establish and maintain strong, effective working relationships. Contribute effectively to group efforts. Promote harmony; agree to disagree without damaging relationships.
7. Accountability: Maintain excellent attendance and provide additional assistance after normal working hours when needed. Be reliable, prepared and accept responsibility for work and actions.
8. Integrity: Demonstrate honesty, high ethical standards, and respect for all co-workers, board of trustees and membership.
9. Professionalism: Address internal and external members with courtesy and respect. Dress in work attire appropriate to the position. Communicate business information in a timely fashion, using means of communication appropriate to the situation.
10. Support of Cooperative Goals: Support cooperative goals and adhere to all policies and procedures. Contribute effectively in support of the cooperative.
11. Problem-Solving: Use sound logic and methodology to solve problems. Explore multiple sources for answers, as required. Be able to identify hidden problems and propose solutions.

PHYSICAL AND MENTAL REQUIREMENTS

- a. Use both hands and fingers.
- b. Sit/stand for extended periods of time.
- c. Walk long distances and on uneven terrain.
- d. Lift and carry weights of up to fifty pounds for twenty feet; and push and pull weights up to one hundred pounds.
- e. Must demonstrate their capability of utilizing a self rescue lanyard for bucket truck rescue
- f. Capable of operating and working from an aerial device
- g. Understand electrical schematics and wiring diagrams.

WORKING CONDITIONS

Primarily outdoors in various climates and conditions, including temperature extremes and inclement weather. A moderate amount of indoor office work is expected. Will be required to work overtime as needed, including weekends, holidays, and nights. This position will report to the Brownsville office but will be required to travel across STEMC's entire territory.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- a. A High School Diploma or equivalent.
- b. A valid driver's license.
- c. Must obtain a Class A commercial driver license within 1 year of employment.
- d. General computer literacy, e-mail, word-processing, spreadsheet, and mapping software
- e. Must complete all required training in the designated timeframe.

PREFERRED SKILLS AND EXPERIENCE

- a. Electrician or utility experience
- b. Experience working with high voltage.
- c. Electrical License

ADDITIONAL NOTES

- a. STEMC will provide all necessary power tools and specialty tools. Hand tools such as screw drivers, pliers, wrenches, etc. will be the employee's responsibility.
- b. Must live within a 1-hour radius of the Brownsville Office according to google maps.

This position description is not intended to be all-inclusive; other duties may be required as assigned. STEMC reserves the right to revise this position description as needed. This position description does not constitute a written or implied contract of employment.

Effective Date	07/28/26
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