



Staking Technician

Department	Staking	Reports to	Manager of Staking
FLSA Status	Non-Exempt	Supervises	None
Revision Date	5/9/25	Normal Work Schedule	M-F 8:00 AM to 5:00 PM

Position Summary

The Staking Technician designs and stakes overhead and underground electric distribution systems in accordance with RUS standards, NESC, and Cooperative policies. This role includes preparing construction estimates, interacting with members, collecting field data, coordinating rights-of-way, and supporting GIS and mapping integration. The Staking Technician plays a vital part in delivering safe, reliable electric service and contributes to project planning, system upgrades, and member engagement.

Qualifications

Education and Experience

- High school diploma or GED required.
- Preferred: Post-secondary training or certification in utility design, surveying, drafting, or related field.
- Minimum 1–3 years of experience in staking, surveying, electric line construction, or utility design.

Skills

- Strong knowledge of RUS specifications, NESC, and utility construction methods.
- Proficient in Microsoft Office, GPS/GNSS tools, NISC MapWise, and ArcGIS.
- Ability to read staking sheets, plat maps, electrical diagrams, and construction unit standards.
- Excellent communication and organizational skills.
- Must be able to write legibly, read, comprehend material, and communicate effectively.
- Must be able to complete all assignments with attention to detail and accuracy.
- Must be able to work calmly and effectively under pressure.
- Must have good reasoning ability, good mathematical skills, and good persuasive skills.
- Strong reasoning, communication, and customer service skills.
- Self-starter with attention to detail and accuracy in all assignments.
- Ability to maintain confidentiality with sensitive information.
- Strong reasoning ability and attention to detail.
- Comfortable working independently in varied outdoor conditions and terrain.

Licenses and Certifications

- Valid Oklahoma Driver's License required.
- CDL preferred or ability to obtain post-hire.
- First Aid/CPR certification (may be obtained post-hire).

Key Duties and Responsibilities

Project Design and Staking

- Stake overhead and underground primary and secondary distribution lines.
- Design services for new members, upgrades, conversions, and system improvements.
- Operate GPS and digital staking equipment to prepare job packets and staking sheets.
- Apply appropriate construction units and material lists.
- Perform load surveys and determine proper conductor sizing and equipment selection.

Member Engagement and Field Coordination

- Meet with members to determine service needs and optimal design solutions.
- Prepare line extension cost estimates and ensure compliance with policies.
- Submit Call Okie notifications and ensure safe job site marking.
- Coordinate right-of-way acquisition with landowners and public entities.

Mapping and Data Integration

- Update GIS/mapping databases with accurate field data.
- Coordinate with billing, metering, and engineering teams to ensure accurate member records.
- Maintain service point, line section, and feeder information for billing integrity.

Compliance and Quality Control

- Ensure all designs comply with RUS specs, NESC, and applicable codes.
- Assist in post-construction inspections to verify compliance with design and safety standards.
- Monitor and report potential hazards or system deficiencies.

General Responsibilities

- Maintain staking tools, vehicles, and assigned equipment.
- Assist with inspections, pole tagging, or other cross-departmental tasks.
- Attend training as required to stay current with industry and technology standards.
- Provide periodic assistance to the Marketing Department for Key Account Hunt and other Key Account support.
- Strive to optimize time management and workflow to enhance productivity and contribute effectively to team objectives
- Perform other duties as assigned by the Manager of Staking and Director of Engineering.

Physical Demands and Working Conditions

- Walk over rugged terrain and cross fences, ditches, and creeks as required.
- Drive long distances within the service territory (up to 250 miles/day).
- Work outdoors in adverse weather conditions (heat, cold, rain, etc.).
- This position is classified as a Safety Sensitive position and must be able to lift and carry up to 50 pounds and enter/exit vehicle frequently.

Additional Requirements

- Must be available for after-hours assignments during outages or emergencies.
- Must maintain a safety-conscious attitude and follow all Cooperative policies.
- Must live within a reasonable distance of the Cooperative headquarters.

Application Details

To apply, send your resume to jobs@kayelectric.coop coop by 5/27/25.

IMPORTANT: This position description is not intended to be all-inclusive; an employee will also perform other reasonably related job responsibilities as assigned by immediate supervisor and other management as required. This organization reserves the right to revise or change job duties as the need arises. This position description does not constitute a written or implied contract of employment. Management reserves the right to change position descriptions, job duties, or working schedules based on their duty to accommodate individuals with disabilities.