

## Duties of Electrician Grade-I

Electricians Grade-1, being experienced, are purely dedicated to perform duties in 400 kV S/S & Grid Construction Sub-Divisions. They are engaged in the work related to the wiring trouble shooting in the 400 kV S/S & in the new construction works done by Grid Construction. The works done by Electrician Grade-I are as below:-

1. Installing, maintaining and repair of electrical control wiring and lighting system at 400 kV S/S.
2. To attend DC and AC leakages in existing wiring as leakages drain DC battery and are very common cause of DC failure which leads to damaging of equipment and fires in a S/S
3. Maintaining the Cooling system of Transformers i.e. making fans & pumps in operational conditions required to maintain optimum temperature
4. Inspects the Air conditioners of Kiosks & make them operational. Troubleshooting of wiring issue in air conditioners if any.
5. To do the wiring of equipment and switchgear under replacement i.e. CTs, CBs, Fans, CVTs, etc. under replacement at 400 kV S/S.
6. Trouble shooting of circuit breaker wiring/ DC healthy/trip circuit healthy etc.
7. Performing general Electrical Maintenance like replacing rusted /defective terminals and doing trouble shooting/ fault finding in electrical wiring schemes at 400 kV S/S.
8. Do the whole wiring of new/augmentations works done by Grid Construction wing i.e. in Construction of New Sub-Stations, Installation of New Transformers/Augmentation, etc. by studying electrical wiring drawings/schemes
9. Any other duty not specifically mentioned but assigned by controlling officer.

This issues with the approval of competent authority.

  
Sr.Xen/Works & Admin,  
O/o Chief Engineer/P&M,  
PSTCL, Ludhiana.

## Duties of Electrician Grade-II

Electricians G-II are dedicated to perform duties in Maintenance Gangs under P&M wing & Grid Construction Sub-Divisions. Since major works are undertaken by Grid Construction, so they provide helping hand to Electrician G-I. They are engaged in the work related to the wiring trouble shooting at 220 kV & 132 kV Sub-stations in maintenance gangs. Each Maintenance gang looks after 7-12 sub-stations. The works done by Electrician Grade-II are as below:-

1. Installing, maintaining and repair of electrical control wiring and lighting system at 220 and 132 kV S/S's.
2. To attend DC and AC leakages in existing wiring as leakages drain DC battery and are very common cause of DC failure which leads to damaging of equipment and fires in a S/S
3. Maintaining the Cooling system of Transformers i.e. making fans & pumps in operational conditions required to maintain optimum temperature.
4. Inspects the Air conditioners of control room & make them operational. Troubleshooting of wiring issue in air conditioners if any.
5. To do the wiring of equipment and switchgear being replaced i.e. CTs, CBs, Fans, CVTs, etc. under replacement at 220 kV & 132 kV S/Ss.
6. To do trouble shooting of circuit breaker wiring/ DC healthy/trip circuit healthy etc.
7. Performing general Electrical Maintenance like replacing rusted /defective terminals and doing trouble shooting/ fault finding in electrical wiring schemes at 220 kV & 132 kV S/Ss.
8. Do the whole wiring of new/augmentations works done by Grid Construction wing i.e. in Construction of New Sub-Stations, Installation of New Transformers/Augmentation, etc. by studying electrical wiring drawings/schemes.
9. Perform the ac/dc wiring, wiring of relays on C&R panels at the 220 kV & 132 kV Sub-Stations.
10. Any other duty not specifically mentioned but assigned by controlling officer.

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**PUNJAB STATE TRANSMISSION CORPORATION LIMITED**  
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### **Duties of Linemen**

Linemen are purely dedicated to perform duties in Transmissions Lines. They perform Maintenance of Transmission Lines like replacement of insulators/Tree cutting/trimming/tightening of nuts/bolts of the transmission lines and to attend the breakdowns of the transmission lines due to fault in power system i.e. failure of insulators/string insulator/ conductor breakdown. 2 years apprenticeship certificate is must for the post of Linemen. Therefore, they are specialized for Transmission lines only.

Any other duty not specifically mentioned but assigned by controlling officer.

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## PUNJAB STATE TRANSMISSION CORPORATION LIMITED

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### Duties of ALMs

ALMs are assistants of Linemen who assists the Linemen in the performance of duties at ground, carrying the T&P and Ladders required during the Maintenance of Transmission Lines mainly tree cutting/trimming/tightening of nut/bolts. In Sub-Station, ALMs also performs the maintenance of equipments in yard i.e. to perform duty on height in yard like alignments of isolators, jumper replacement work, etc.

Any other duty not specifically mentioned but assigned by controlling officer.

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### Duties of SSAs

SSAs are purely dedicated to perform duties in the sub stations. SSAs performs the shift duties in the sub-stations and performs following works during shift duties:

1. To check all the equipments/apparatus, specially D.C. supply in the Sub-Stations, before taking charge.
2. Proper operation of equipments in the Sub-Station.
3. Proper maintenance of the equipments under his charge.
4. To have proper record of his duty period i.e. complete log sheet filled with all formalities.
5. To note down the maximum load and if it exceeds the limit, he should inform about this to his SSE for necessary action.
6. To note down the breakdown of equipment, lines failure of supply, accident and other serious occurrence and to report to the concerned officer.
7. Checking up of Sub-Station equipment after cancelling the PTW before energizing the equipment.
8. Safe custody of keys for various switches & isolator etc.
9. To maintain the safety devices i.e. rubber gloves, earthing sticks and safety belts in good working conditions.
10. To issue the PTW to authorized persons only and he should also see that the same person returns the same PTW after clearance.
11. To carry out power restoring in accordance with the instructions of controlling & superior officers.
12. Alarm & other safety equipments should be tested daily to ensure the proper functioning.
13. Not to allow the un-authorized persons to enter the Sub-Station yard.
14. To attend the consumers in good manner & to satisfy them properly.
15. To have good cooperation with other members of the staff, specially with PSPCL line staff attending the complaints.
16. Any other duty assigned by the controlling Authority.

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### Duties of ASSAs

ASSAs are also purely dedicated to perform duties in the sub-stations who are assistants to SSAS

ASSAs assists SSAS during shift duties at Sub-stations for following works:

1. To check all the equipments/apparatus, specially D.C. supply in the Sub-Stations, before taking charge.
2. Proper operation of equipments in the Sub-Station.
3. Proper maintenance of the equipments under his charge,
4. To have proper record of his duty period i.e. complete log sheet filled with all formalities.
5. To note down the maximum load and if it exceeds the limit, he should inform about this to his SSE for necessary action.
6. To note down the breakdown of equipment, lines failure of supply, accident and other serious occurrence and to report to the concerned officer.
7. Checking up of Sub-Station equipment after cancelling the PTW before energizing three equipment.
8. Safe custody of keys for various switches & isolator etc.
9. To maintain the safety devices i.e. rubber gloves, earthing sticks and safety belts in good working conditions.
10. To issue the PTW to authorized persons only and he should also see that the same person returns the same PTW after clearance.
11. To carry out power restoring in accordance with the instructions of controlling & superior officers.
12. Alarm & other safety equipments should be tested daily to ensure the proper functioning.
13. Not to allow the un-authorized persons to enter the Sub-Station yard.
14. To attend the consumers in good manner & to satisfy them properly.
15. To have good cooperation with other members of the staff, specially with PSPCL line staff attending the complaints.
16. Any other duty assigned by the controlling Authority.

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