



# Jemez Mountains Electric Cooperative, Inc.

Your Touchstone Energy® Cooperative 

## **JOB POSTING**

Jemez Mountains Electric Cooperative, Inc., (JMEC) is accepting applications for the position of **Vegetation Management Coordinator Assistant for the Espanola District Office**. This position will assist the Vegetation Management Coordinator in assessing and scheduling tree trimming in the Espanola service areas.

### **Required Education, Degrees, Certificates, and/or Licenses:**

High school diploma or equivalent. International Society of Arboriculture certification required. Candidates not having this certification but meeting the other job requirements will be considered at a lower pay rate. Must have the ability to operate a motor vehicle and possess a valid New Mexico driver's license. Must be eligible to be and remain insured as a driver by the Cooperative's group liability policy for the automotive fleet.

### **Essential Functions/Job Duties:**

1. Routinely assess the JMEC properties and those surrounding transmission and distribution lines or equipment to assure elimination of problematic vegetation.
2. Schedule all tree trimming to be done by either outside contractors or in-house crews for the JMEC and customer lands in the Cuba and Jemez Springs Service Area.
3. Receive and respond to all incoming complaint or trouble calls from Cuba and Jemez Springs service area and issue maintenance orders to the in-house line crews.
4. Periodically evaluate trees in the field to determine whether they require trimming, topping, and/or branch removal or need to be felled and removed.
5. Assist customers with vegetation needs and problems and resolve complaints that may arise. Elevate serious concerns to the appropriate management.

### **Job Requirements and Experience:**

International Society of Arboriculture certification required. Must understand the various species of trees present on JMEC lands; and be very familiar with tree trimming methods. Knowledge of local contractors who may assist in required work also required. Advanced knowledge and understanding of various forms of vegetation present and how their growth patterns may affect the presence of transmission and distribution lines in the future. Minimum of one to two years of directly related large scale experience with both trees and low-lying vegetation, particularly native or indigenous foliage. Knowledge and experience assisting customers and in resolving problem calls.

JMEC offers a competitive salary commensurate with qualifications, along with a comprehensive benefits package.

Applications/resumes will be accepted until close of business, Wednesday, February 5, 2025. Please contact Tina Trujillo Archuleta for an application or you can visit our website at [www.jemezcoop.org](http://www.jemezcoop.org) under our careers tab.

Tina Trujillo Archuleta, Manager of Administration and External Affairs  
P.O. Box 128 Española, New Mexico 87532  
505-753-2105 Ext. 1151  
ttrujillo@jemezcoop.org