Hawaiian Electric

Senior Helper

2026 Job Sample Test Introduction & Preparation Guide

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WELCOME

Congratulations!

You are taking the first step to ensure your success on the Sr Helper Job Sample Test and ultimately in your career at Hawaiian Electric Company (HECO). The Sr Helper Job Sample Test used at HECO is designed to measure your technical and physical capabilities for performing the demands of the job of a Senior Helper. How you perform on the test is an indication of how successful you are likely to be in this job. This guide includes information about the assessments used to select employees and who is qualified and likely to excel on the job. Additionally, this guide provides test preparation tips, resources, and suggestions for how to do your best.

Good Luck!

HOW TO USE THIS TEST GUIDE

This guide is divided into several sections aimed at helping you perform your best on the technical and Job Sample Tests. These sections include:

Senior Helper Job Overview:

This section will provide an overview of what to expect when working as a Senior Helper at HECO.

Overview: Senior Helper/Job Sample Test:

This section of the guide provides a detailed walk-through of the Job Sample process. This includes the check-in process, the introduction to the Job Sample procedures that you will receive upon arrival.

Test Descriptions:

This section will provide a detailed overview of each of the assessments. This will include the personal protective equipment (PPE) you will be provided and/or expected to have on the day of Job Sample, an overview of each component of the test, test instructions, how you will be scored, and retest opportunities.

Test Taking Strategies:

This section of the guide provides various suggestions for how to both physically and mentally prepare for the test prior to taking it, when you begin, and during the test.

Further Resources:

The Senior Helper position is a physically demanding job that requires great strength and endurance. The final section of this guide will provide resources and suggestions for further developing your physical abilities.

If you are a *first-time* test taker, take time to read through this entire manual and familiarize yourself with the assessments you will be taking.

If you are *retaking* these assessments, pay attention to the general test taking strategies, relax, and take advantage of the resources described at the back of this guide.

Let's get started!

Accommodation

In accordance with the Americans with Disabilities Act (ADA), if you have a disability, you have the right to request an accommodation in the hiring and Job Sample process. If you believe that your disability requires special arrangements to take the test(s), please contact **hrservicecenter@hawaiianelectric.com** prior to your scheduled test day, to ensure the adequate time needed to make the needed arrangements.

SR HELPER JOB OVERVIEW

The mission of HECO is to provide electrical energy to residential and business customers accurately, safely, and efficiently. To accomplish this mission, the Senior Helper is a key position responsible for the construction, maintenance, and repair of electrical power transmission and distribution systems. This role plays a critical part in ensuring a reliable and safe electrical supply to our customers. The job demands a high degree of technical expertise, physical ability and agility, and safety consciousness.

Journeyman Linemen must be capable of performing physically demanding tasks, including climbing poles, working from elevated platforms, and handling heavy equipment. They work on both energized overhead and underground lines (Distribution) and/or climb towers working on high-voltage lines (Transmission).
To ensure safety and effective job performance, HECO must select individuals whose skills and capabilities meet both the technical and physical demands required of this job. This Job Sample Test was designed to evaluate your technical/physical capabilities effectively and safely as it pertains to the appropriate Senior Helper position.

At HECO, the Senior Helper position is considered a Qualified Electrical Worker (QEW) where the individual has earned and attains a certified Senior Helper card from an accredited program. Being a Senior Helper is both challenging and rewarding. While reviewing the materials in this preparation guide please consider the tasks required and if this job is a good fit for you!

OVERVIEW:
SR HELPER JOB SAMPLE TEST

Checking In: When you arrive at the Job Sample site you will check-in and provide identification documentation in the form of either a driver's license, U.S. passport, or HECO employee badge (if currently employed for the company). You will need to complete a waiver and release to participate in the job sample testing. Additionally, you will be checked to ensure you are wearing proper apparel. If you are not wearing the proper apparel, you will be dismissed from Job Sample.

Test Day – What to Wear: To ensure your safety, please follow these clothing requirements:

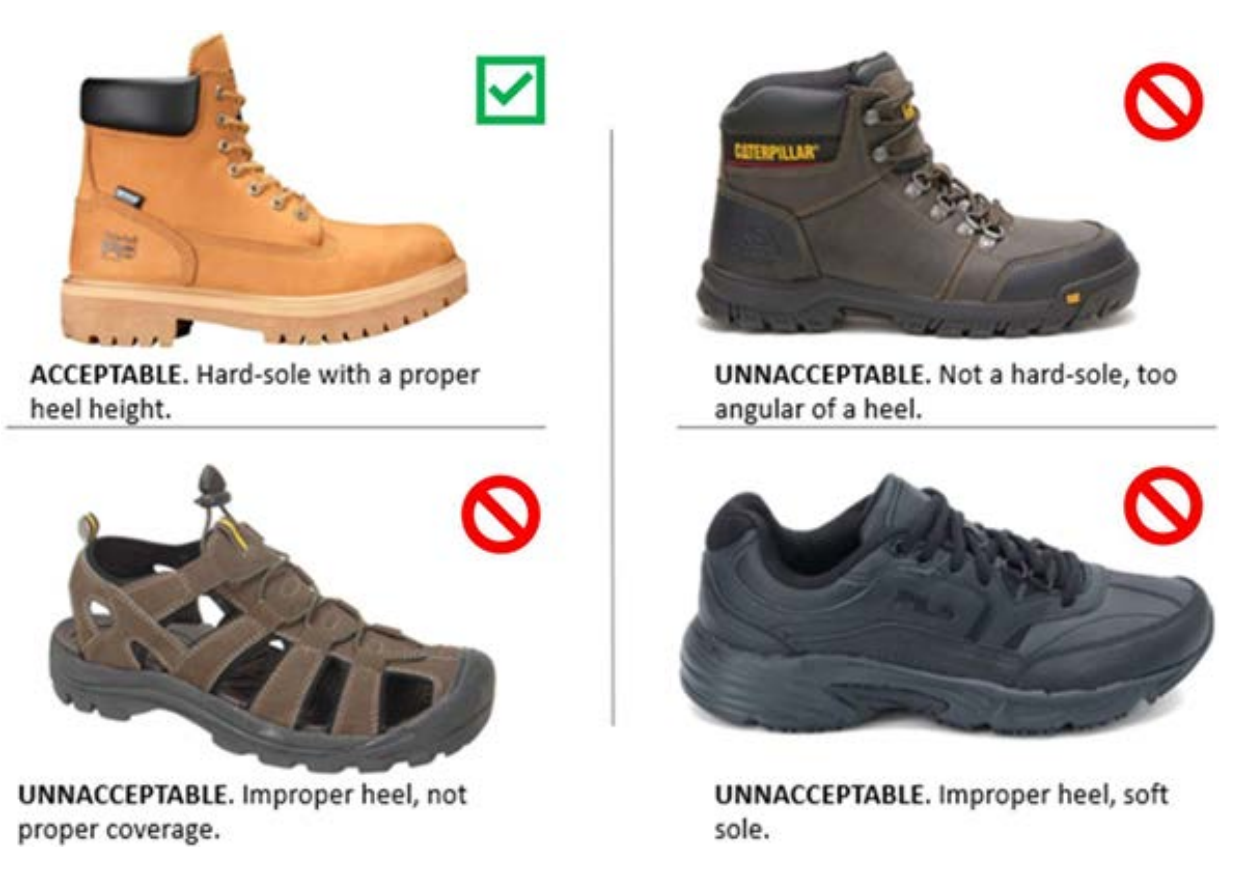
- A long sleeve work shirt is required (no jackets; shirt must be appropriate for physical activity)
- Long pants are required (no sweat pants or joggers; pants must be appropriate for physical activity)
- Wear boots or hard-soled shoes that have a heel height of at least ½ an inch. Soft-soled and/or flat-soled footwear (tennis shoes, athletic shoes, and any shoe without acceptable heel height) is prohibited

Acceptable Clothing and Footwear

Long sleeve shirt appropriate for physical activity

Long pants appropriate for physical activity

Boots or hard-soled shoes with heel height of at least ½ inch



Weight Requirement: During the check-in process you will also be weighed. The equipment used during Job Sample does not support a weight higher than 310lb. If you weigh more than 310lbs, while fully dressed and holding and/or wearing the proper PPE (and harness for those who will require it for Job Sample), you will be dismissed from Job Sample due to safety protocols.

PPE & Equipment Requirements: If you are not wearing proper clothing and/or footwear, you will be dismissed from Job Sample. Administrators will indicate the reason(s) for dismissal, if dismissed.

Introduction: After checking in, you will be given an introduction of the Job Sample process. This introduction will include information job sample testing guidelines assessments with descriptions of each.

If you have questions at this point in the Job Sample process, please ask for clarification.

Stretch Preparation: After the Introduction, one of the apprentices will lead the group in stretching for 10 min.

Stretching is important for multiple reasons including aiding in the process of healing old injuries, improving one's flexibility, and helping to prevent future injuries. Some things to remember when stretching:

Include:

The Job Sample Test: After the introduction and warm-up, you will begin the Job Sample Tests. You will complete the Job Sample Tests listed below. These assessments are further detailed and explained in the Test Description section of this manual. You will be informed about the time limits required to pass, and how you will be scored for each assessment.

Job Sample Test consists of the following tests:

- Shovel
- Jogging, lifting carrying
- Running block
- Pole climbing
- Working from the pole
- Height exposure-pole
- Height exposure-bucket
- Cut wire
- Spacing bolt
- Coil rope / wire
- Follow directions

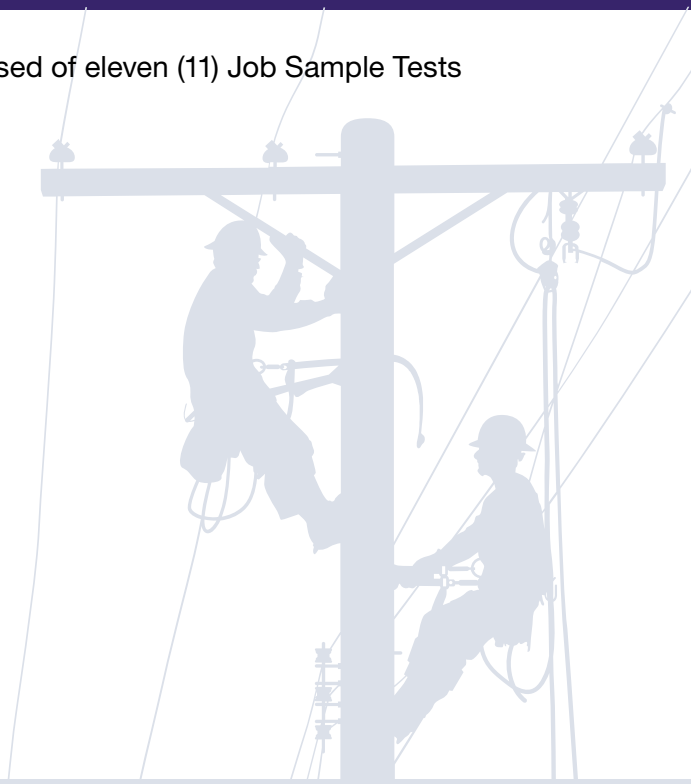
Guidelines: To ensure your safety, it is important to follow the Job Sample Evaluator's instructions exactly throughout the Job Sample process. Do not hesitate to ask questions if something is unclear. Once you have entered the Job Sample area, you will need to remain there for the duration of the test. Water and restrooms will be available on site. At no point during the Job Sample process should you talk to any other applicants about the test or the selection procedures. Cellular phones, I-watches, PDA's, and other electronic devices are not allowed in the Job Sample area. You must pass all eleven (11) Job Sample Tests to qualify for the next phase of the Sr Helper process.

Note: For your safety, if the test administrator observes you experiencing nausea, dizziness, and/or shortness of breath they may stop you from completing the test. Additionally, if you sustain an injury, experience pain, or request to stop, the Job Sample may end.

For safety reasons, HECO will cancel test sessions during inclement weather conditions (e.g., rain, wind), including wet-bulb globe temperatures (WBGT) that exceed 90 degrees.

TEST DESCRIPTIONS

The Job Sample Test for the Sr Helper position is composed of eleven (11) Job Sample Tests



The 11 tests are:

1. Lifting Utilizing a Running Block
2. Jogging, Lifting, and Carrying
3. Shoveling
4. Height Exposure: Pole Climb
5. Handline Coil and Aluminum 1/0 Triplex Coil
6. Cutting Wire
7. Spacing Bolt
8. Following Verbal Directions
9. Pole Climbing Ability
10. Working from the Pole
11. Height Exposure: Bucket

Each of these assessments are explained in detail below.

Safety: To ensure your safety, you will be provided with the necessary Personal Protective Equipment (PPE) throughout the Job Sample process. The safety equipment varies for each assessment but includes:

- Hard Hat, gloves, safety glasses
- Atlas safety device (tower climb)
- Tools
- Harness and climbing equipment

NOTE: In order to ensure your safety throughout the Job Sample process it is required that you wear the provided/requested PPE and appropriate apparel as detailed above (i.e., long sleeved shirt, long pants, and boots or hard-soled shoes that have a heel height of at least ½ an inch).

ABOUT TECHNICAL / JOB SAMPLE TESTS

Job Sample Tests are used by HECO to help ensure employees will be able to successfully and safely perform the physical tasks associated with physically demanding jobs. The Job Sample allows for skills and abilities to be tested and are directly applicable to the job for which you are applying.

Job Samples involve several components aimed at assessing your strength, endurance, and/or agility. While the Job Sample test itself may differ slightly from the work of a Senior Helper, the physical abilities being assessed are consistent with those that are required for success in this job.

Additionally, the Job Sample test also provides candidates with a realistic job preview, which can help individuals determine if the job is a good fit for them.

1. LIFTING UTILIZING A RUNNING BLOCK

GIVEN	80’ Running Block, Lineman bag filled with 54 lbs of sand
PPE	Hardhat, cotton gloves, and safety glasses
TASK	You will lift a composite cross arm weighing about 56lbs to 40 feet, using a hand over hand technique having positive control of the rope and load. Do not wrap the rope around your hands or any part of your body, do not use your feet to step on the rope. Once the load is at the block height (40’) you will hold the load and count to 5 out loud. You will then lower the load to the ground using a hand over hand technique having positive control of the rope and the load. Communicate while lifting and lowering the load. (ex. “arm coming up!/ arm coming down!”) **Any questions?** Once we begin testing there will be no more questions answered

2. JOGGING, LIFTING AND CARRYING

GIVEN	Composite cross arm
PPE	Hardhat, cotton gloves, and safety glasses
TASK	Evaluator: You will start here at this cone and jog/run and touch the cone in the distance and jog/run back. Once you get back you will lift this Composite cross arm using proper lifting techniques demonstrated by our Senior Helper and carry the crossarm 25’ to the cone, turn around and come back, (*note - insulator cannot be set down during the course) set the crossarm down using proper lifting techniques. 1. Identify the object, plan ahead - Where do you need to take the load? 2. Holding the object - Make a decision on how and where to hold the object. 3. Posture - Bend from your hips and knees 4. Lifting - Grip the load firmly, don’t lift and twist or side bend 5. Walking with a load - Keep the load as close to your body as possible with your arms straight. 6. Unloading - reverse procedure of lifting 7. Do not carry the load on your shoulders **Any questions?** Once we begin testing there will be no more questions answered

3. SHOVELING

GIVEN	Spade shovel, a pile of backfill, roughly half a yard - 3 wheel barrows full
PPE	Hardhat, cotton gloves, and safety glasses
TASK	Evaluator: Your task will be to shovel fill from painted area or filled tray to the next painted area or empty tray 3 ft away. You will be given 7 minutes to complete this task using proper shoveling techniques. 1. Bend low at the knees 2. Scoop and lift upward with your legs, do not lift with your back 3. Turn sideways without twisting your back. Point your feet in the direction you are throwing and toss the fill. **Any questions?** Once the testing begins there will be no more questions answered.

4. HEIGHT EXPOSURE: POLE CLIMB

GIVEN	40’ stepping Fiberglass pole according to Overhead Engineering Standard, with a channel iron installed at the 35’ level
PPE	Hardhat, cotton gloves, safety glasses, harness, climbing belt and climbing strap
TASK	Evaluator: You will ascend the pole with your fall arrest system attached to your harness Dorsal D-ring. Climbing strap attached to your climbing belt d-ring and holstered over your shoulder. You will announce “Coming up!” before ascending to the top step at the 30’ level, your 2 feet must be on the top 2 steps. Announce “Belting in!” then proceed to belt in around the pole, ensuring that your double snap hook is secured, then lean back into the climbing belt for 30 seconds. I will then instruct you to descend the pole. Announce “Un-belting!” then proceed to un-belt and connect you snap hook back to the opposite d-ring and holster climbing strap over your shoulder. Proceed to descend the pole. When ascending and descending the pole it should be done continuously without stopping. **Any questions?** Once we begin testing there will be no more questions answered

5. HANDLINE COIL AND ALUMINUM 1/0 TRIPLEX COIL

GIVEN	100’ Handline with ½” Poly-dacron Rope
PPE	Hardhat, cotton gloves, and safety glasses
TASK	Evaluator: You will coil this running block using the techniques demonstrated by our senior helper. You will coil the Handline to the same size and neatness of the Handline example. You may ask questions after the demonstration is done. You will hold up your coil next to sample Handline when complete and say “Complete!”. At any time before you say “Complete!” you may adjust or fix your coil to make it look like the sample handline. **Any questions?** Once we begin testing there will be no more questions answered
TIME	7 mins.

ALUMINUM 1/0 TRIPLEX COIL

GIVEN	100’ of Aluminum 1/0 Triplex, electrical tape
PPE	Hardhat, cotton gloves, and safety glasses
TASK	Evaluator: You will coil this wire using the techniques demonstrated by our senior helper. Coil height should not be taller than your waist and no lower than your knees. You will coil the wire to the same size and neatness of the wire coil example. Wire coil laps shall be uniform in size. Finished coil shall be secured with tape, taping coil as needed. You will put your coil of wire next to the sample coil when complete and say “Complete!”. At any time before you say “Complete!” you may adjust or fix your coil to make it look like the sample coil. **Any questions?** Once we begin testing there will be no more questions answered.
TIME	7 mins.

6. CUTTING WIRE

GIVEN	336 AL, 3/8” guy wire, #4 CU hard drawn, poly nose cutter, ratcheting cutter, lineman plier
PPE	Hardhat, cotton gloves, and safety glasses
TASK	Evaluator: You will be given a length of 336 AL conductor, 3/8” guy wire, and #4 CU hard drawn. You will then be asked to cut approximately a hand span length of each material using the correct tool. 1. Use the appropriate tool for the wire that will be cut 2. Grasp the 2 handles firmly 3. Place the jaw of the cutters on wire to be cut 4. Use a steady motion to close the cutter onto the wire and cut through the wire 5. Do not use a chopping motion to cut. 6. Make sure that there are no body limbs near the cutting jaw when commencing the cut. **Any questions?** Once we begin testing there will be no more questions answered.

7. SPACING BOLT

GIVEN	20” spacing bolt, ruler, square washers, round washers and nuts
PPE	Hardhat, cotton gloves, and safety glasses
TASK	Evaluator: Looking at the example you will put together a double cross arm spacing bolt as close as possible to the sample. You will be given 1 minute to examine, measure the sample bolt. After your initial 1 minute, you will be given 5 minutes to gather materials used to make up your double cross arm spacing bolt to complete construction of the double cross arm spacing bolt. You will need to keep your gloves on at all times and no talking to other applicants. You will line up according to number sequence and stand an arm’s length apart from each other. **Any questions?** Once the testing begins there will be no more questions answered

8. FOLLOWING VERBAL DIRECTIONS

GIVEN	16 items, 4 tables
PPE	Hardhat, cotton gloves, safety glasses
TASK	Evaluator: Before the job begins, a tailboard briefing is given. The tailboard explains what the job is and covers all the important aspects of the work to be done. Everyone in the tailboard briefing must understand and remember his or her specific duties that was explained. The set of instructions will be selected at random by you. After shuffled, you will pick a card. This card will determine which set of instructions for the task you will be given. You have 16 items placed on 4 different tables (4 per table). You will be required to move 4 items in the order given from their initial locations to the specified locations without dropping anything. After the instructions are given, you will have 40 seconds to ask questions. You will have 2 mins to complete this task. Once the 2 mins are up, the test will stop. **Any questions?** Once we begin testing there will be no more questions answered

9. POLE CLIMBING ABILITY

GIVEN	Wood poles are set in the ground 10’ apart in the training area
PPE	Hardhat, cotton gloves, safety glasses, climbing belt, Buck squeeze fall restraint climbing straps and climbing gaffs
TASK	Evaluator: Before any of the following climbing tasks are executed, you will need to announce out loud the maneuver you will be doing. (Example: Going up the Pole you will say “Coming Up!”) You will need to ascend the pole to the marked 4’ line. You will then need to execute 4 tasks from the pole. You will need to complete one full rotation around the pole in the left and right direction. You will end your rotation where you started on the pole. Your feet should not go below the painted 4’ line on the pole when rotating. You will also need to reach out to your left and right, fully extended for 3 secs. You will need to turn your hips to the directions that you are reaching towards and count out loud to 3, then return back to the pole. After completing your 4 tasks on the pole, you will climb down to the ground. **Any questions?** Once we begin testing there will be no more questions answered

10. WORKING FROM THE POLE

GIVEN	Hand tools, Brace and Bit (11/16” bit), gaining set (Wood Chisel and Hacksaw), 6-pin cross arm, lag screw, and a pin and primary insulator
PPE	Hardhat, cotton gloves, safety glasses, climbing belt, Buck squeeze climbing straps, and climbing gaffs
TASK	Evaluator: You will climb up and drill a hole. Do not lean or hang on the drill as this will damage the tool and the drill bit. Once the hole is complete you will create a gain using the provided gaining set. Once the gain is complete, you will install the 6’ crossarm, pin and primary insulator. You will ensure that all washers are straight and the crossarm is level before finishing it by installing a lag screw through the brace. Once complete, call an evaluator and they will check your crossarm, on their OK you will then strip and remove the crossarm and materials from the pole. Communicate all climbing maneuvers as you move around the pole. **Any questions?** Once we begin testing there will be no more questions answered

11. HEIGHT EXPOSURE: BUCKET

GIVEN	Bucket Truck
PPE	Hardhat, cotton gloves, safety glasses, harness
TASK	Evaluator: You will climb up onto the bucket truck, using 3 points of contact (2 hands 1 foot, 2 feet 1 hand). The operator of the bucket will help you tie off to an anchor point and you will climb into the bucket. You are not allowed to throw, spit or drop anything out of the bucket while you are in the bucket. There will also be no picture taking or phone usage allowed. **Any questions?** Once we begin testing there will be no more questions answered

TEST TAKING STRATEGIES

The following section includes tips for taking a wide variety of tests in addition to specific strategies for success on the Senior Helper Technical/Job Sample Test.

Strength and endurance training is beneficial for your health regardless of whether you are taking the physical abilities test. If you are not currently involved in strength training and/or you are not currently working in a physically demanding job, it may be helpful to consider these tips and suggestions.

Note: You should always check with your doctor before engaging in any physical training program.

BEFORE THE TEST

Prepare. One of the best ways to succeed during the Job Sample Tests is to prepare both physically and mentally. Being a Senior Helper requires physical strength, endurance, and flexibility. Working out, lifting weights, and stretching prior to Job Sample may aid in your success (see Further Resources section for suggestions on how to improve your physical abilities).

Be consistent. Being consistent is important when building strength and endurance. Take time off to rest, when necessary, but a consistent routine can help you stay on track.

Rest and eat right. Make sure you get plenty of rest and eat healthy while you are training, especially the days leading up to the test and the day of the test.

DURING THE TEST

Make good choices. If you do not feel well or have reason to believe you cannot safely perform the assessments (e.g., illness, injuries, etc.), reschedule your Job Sample session. There will be other opportunities. Your health and safety are of utmost importance.

Listen to your body. If you experience any unexpected pain during stretching or Job Sample, stop!

Utilize given materials. Be sure to carefully review this guide. In addition to this guide, you will be provided with information regarding the five Transmission and seven Distribution assessments on the day of your test session. Use the information discussed in this guide and on-site when taking the test. Asking questions for clarification is encouraged!

Further Resources

Note: You should always check with your doctor before engaging in any physical training program.

The following resources contain information that may be helpful when developing your strength and endurance. If you choose to perform the following exercises, make sure you understand the proper techniques and form. If you do not perform them the correct way, you may not see improvement – worse yet, you risk getting injured.

HECO is in no way affiliated with any of these resources, they are simply listed as suggestions.

Job Sample Strategies: Technical/Physical Abilities Assessment

The Senior Helper Technical/Job Sample Test measures muscular strength, endurance, flexibility, pole climbing, and mechanical ability. Listed below are strategies that may help to improve your success.

Muscular Strength Training:

- **Upper Body Strength Training:** The physical abilities test requires upper arm strength. Some basic exercises that focus on these muscle groups include wrist curls, concentration curls, hammer curls, and chin-ups.
  - » Suggested Resource: 20 Minute Upper Body Home Workout from Asphalt Green: https://www.asphaltgreen.org/blog/20-minute-upper-body-home-workout

- **Abdominal Strength Training:** The physical abilities test requires abdominal strength. Ways to increase your core strength include workouts such as planks, crunches, sit-ups, and bridges.
  - » Suggested Resource: Slide Show: Exercises to Improve Your Core Strength from Mayo Clinic: https://www.mayoclinic.org/healthy-lifestyle/fitness/multimedia/core-strength/sls-20076575?s=1

- **Trunk/Lower Back Strength Training:** The physical abilities test requires lower body strength. Some basic exercises that focus on these muscle groups include workouts such as squats, calf raises, dumbbell rows, back extensions, and stiff legged dead lifts.
  - » Suggested Resource: 10 Lower Body Workouts Anyone Can Try at Home by Sergio Pedemonte for Lifehack: https://www.lifehack.org/833817/lower-body-workout

Endurance Training:

- **The physical abilities test requires endurance.** Some basic exercises to increase your endurance include walking, jogging, swimming, and biking.
  - » Suggested Resource: Best Exercises to Improve Stamina by Naveed Saleh for MDLinx: https://www.mdlinx.com/article/best-exercises-to-improve-stamina/lfc-4133

Flexibility Training:

- **Ways to increase your flexibility include practicing yoga and stretching.** Some common stretches include hamstring stretches, hip flexor stretches, cross-body shoulder stretches, and touching your toes.
  - » Suggested Resource: 12 Stretching Exercises to Increase Your Flexibility by Adam Evans for Lifehack: https://www.lifehack.org/877492/how-to-become-flexible

Pole Climbing:

- **Due to safety precautions, it is not recommended that you practice pole climbing prior to the assessment.** It is not expected that you will be an expert pole climber when first taking the assessment! Rather, consider if you have a fear of heights and, if so, if the job is a good fit for you.

Mechanical Ability

- **Mechanical ability generally refers to one's ability to effectively use and maintain machinery.** Additionally, mechanical ability requires proper identification and knowledge of tools.
  - » Some tools you may want to be able to identify and properly use for this test include carriage bolts, washers, nuts, screws, hammers, lock pliers, screwdrivers, and wrenches.

ADDITIONAL RESOURCES:

- Very Well Fit: Strength Training Exercises & Workouts
  - » https://www.verywellfit.com/strength-weight-training-4157132
- Shape Fit: Strength Training Benefits – Lift Weights for Overall Wellness
  - » https://www.shapefit.com/exercise/strength-training.html
- Wikipedia: List of Weight Training Exercises
  - » https://en.wikipedia.org/wiki/List_of_weight_training_exercises

ADDITIONAL TEST TAKING STRATEGIES:

General test taking strategies that may be particularly useful and relevant to this test include reducing test-related anxiety and attention to detail.

- **Test Anxiety:** 10 Ways to manage and overcome test anxiety. An article from University of Colorado Boulder for Health and Wellness Services explaining the signs of test anxiety and suggestions on how to best manage it.
  - **Web address:** https://www.colorado.edu/health/blog/test-anxiety

- **Stress Tolerance:** Best Ways to Manage Stress: An article from Harvard Health Publishing for Harvard Medical School explaining the stress response, how to recognize it, and how to manage it.
  - **Web address:** https://www.health.harvard.edu/mind-and-mood/best-ways-to-manage-stress

- **Attention to Detail:** 6 Tips and 4 Exercises to Improve Your Attention to Details: An article from New Health Advisor providing tips to improve attention to detail.
  - Web address: https://www.newhealthadvisor.org/how-to-improve-attention-to-detail.html