

Lake County, South Dakota
POSITION DESCRIPTION
Heavy Equipment Operator I

OVERALL FUNCTIONS:

This position is responsible for operating a variety of heavy construction grade equipment and trucks utilized in the construction, maintenance, and repair of county roads, bridges, and associated structures. This position performs additional various semi-skilled tasks in the construction, maintenance and repair of county roads, bridges, traffic control devices, warning devices, storm drainage systems, and other related duties. This position will operate a variety of light, medium, and heavy equipment.

NATURE AND SCOPE OF JOB:

This position works under the general supervision of the Highway Superintendent and/or Foreman.

MINIMUM QUALIFICATIONS:

Graduation from high school or GED equivalent. Class A CDL required. Must maintain a safe driving record.

SPECIFIC RESPONSIBILITIES AND DUTIES:

Below is a non-exhaustive list of duties and responsibilities. Other duties and responsibilities may be required if requested.

MACHINE OPERATION (SPECIFICALLY) AND RELATED PRIMARY DUTIES

1. Operates a variety of light, medium, and heavy equipment, including but not limited to a packer, paver, blade, rollback trailer pup, motor graders, shoulder machine, loader, trucks of various sizes, snow equipment, small equipment and tools.
2. Primarily responsible for operating the loader, truck, broom, crack sealer, and air compressor.
3. Assists in snow removing operations by plowing and sanding.

MACHINE OPERATOR (GENERAL)

1. Dutifully performs all of the responsibilities or tasks assigned by the Foreman or Highway Superintendent.
2. Operates trucks of various sizes and weights in the loading, hauling, and unloading of various materials, equipment, and supplies.
3. Operates additional construction and power equipment used by the County.
4. Personally operates small equipment and tools in the daily maintenance functions.
5. Maintains and/or installs temporary and permanent traffic control signs.
6. Assists in culvert and bridge maintenance and repair.
7. Assists with tree work and mowing ditches.
8. Cleans and maintains drainage ditches.
9. Assists with asphalt repair and construction (sealing, patching, etc.)

MAINTENANCE OF EQUIPMENT

1. Regularly cleans and lubricates equipment as appropriate.
2. Performs routing inspections, minor maintenance and preventative maintenance on assigned equipment.
3. Refers defects or needed repairs to the Foreman or Highway Superintendent.

SAFETY

1. Operates all equipment in a safe and prudent manner.
2. Maintains awareness of other vehicles, people and other safety hazards near work sites.
3. Controls traffic at work sites by flagging or posting signs to guide traffic through work areas in a safe manner.
4. Wears appropriate safety goggles, hard hat or clothing to maintain safety on the job site.
5. Follows internal and external safety operating procedures as established by the Foreman or Highway Superintendent.
6. Performs all duties in conformance to appropriate safety and security standards.

COORDINATION WITH OTHER AGENCIES

1. Coordinates or assists with the duties of other agencies.

PUBLIC RELATIONS

1. Maintains a good working relationship with county and city staff and with the public.

MISCELLANEOUS DUTIES

1. Backs up other equipment operators (as needed).
2. Assists the Foreman in his daily functions, as needed.
3. Responds to emergency calls when requested.
4. Attends training.

KNOWLEDGE, SKILLS, AND ABILITIES:

1. Working knowledge of heavy equipment operating principles
2. Working knowledge of the hazards and safety precautions common to heavy equipment operations
3. Working knowledge of the methods, materials, and tools used in road and utility maintenance work
4. Skill in operation of listed tools and equipment
5. Ability to understand and follow written and oral instructions
6. Ability to communicate effectively verbally and in writing
7. Ability to observe proper safety precautions
8. Ability to establish and maintain effective working relationships with employees, other departments, and the public
9. Ability to perform heavy manual tasks under varying weather conditions
10. Ability to drive and operate a variety of equipment under varying conditions

TOOLS AND EQUIPMENT USED:

Motorized vehicles and equipment, including but not limited to, dump truck, chip spreader vehicle, tractor, pickup truck, oil truck, utility truck, blade, loader, forklift, water truck, tractor/trailer, paver, packer, shoulder machine. Additional equipment, including but not limited to, tamper, sickle and rotary mowers, saws, pumps, paint striping machine, compressors, sanders, portable generators, common hand and power tools, shovels, wrenches, rod arc, wire feed, and acetylene welders, portable oil tank, mobile radio, phone. All other tools and equipment used by the County, including the use of any leased or borrowed special project equipment.

PHYSICAL REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Constantly required to hear and drive a vehicle;
2. Frequently required to reach with hands and arms, stoop, kneel, crouch, or crawl;
3. Occasionally stand, sit, talk, use hands to handle or feel items, and climb up and down stairs;
4. Infrequently required to walk climb or balance, write and read;
5. Constantly required to lift and/or move up to 25 pounds; and
6. Infrequently required to lift and/or move more than 100 pounds.
7. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee will encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Constantly works outdoors;
2. Frequently works with and/or near moving objects and works in confined areas;
3. Occasionally works in wet, humid conditions, near fumes or airborne particles, and extended days/hours; and
4. Infrequently works in extreme cold and extreme heat, with/near vibrating objects, indoors, varying shifts, in high, precarious places, both alone and with others.
5. The noise level is usually loud.