

**FAYETTE COUNTY
JOB DESCRIPTION**

Operator I & II

DEFINITION AND DUTIES:

Under general supervision, perform specialized skilled work with equipment in a wide range of highway maintenance and construction activities, including constructing, maintaining and repairing roads, bridges, crossroad culverts, and entrances. Duties may vary in accordance with seasonal, climatic, or program conditions.

Knowledge of:

- ◇ Mechanical principles
- ◇ Safe operation of specialized equipment
- ◇ Safe work practices
- ◇ Gasoline and diesel engines
- ◇ Construction and maintenance practices
- ◇ Standard methods, materials, tools, and equipment used in road maintenance work
- ◇ Elementary engineering principles and practices involved in road maintenance and construction

Ability to:

- ◇ Operate medium to heavy trucks, straight truck, single & tandem dump trucks, dozer, water-wagon, excavators, roller, A.C. paver, crack & joint filling equipment, motor graders, truck tractor with heavy equipment-trailer or belly or side dump trailer, edge rutter and tractors and attachments, end-loaders, mowers or other equipment normally used in highway construction or maintenance including auxiliary or truck mounted attachments
- ◇ Efficiently use shop tools including drills, cutting torch, wrenches, and related equipment
- ◇ Operate assigned equipment safely and in conformance with manufacturer's recommendations
- ◇ Be on-call in emergency conditions
- ◇ Use independent action in accomplishing recurring or emergency tasks
- ◇ Represent Fayette County and perform duties in a professional, responsible and trustworthy manner
- ◇ Keep accurate records, including being detail-oriented on timesheets, rock tickets, rock sheets, maintenance maps, etc.
- ◇ Understand and follow written and oral directions
- ◇ Perform manual labor (moderate to heavy) for extended periods of time
- ◇ Establish and maintain effective working relationships with co-workers and the public
- ◇ Maintain concentration and remain alert for prolonged periods
- ◇ Handle moderate levels of stress, meet deadlines and solve problems appropriate to the position
- ◇ Have sufficient personal mobility necessary to complete field work
- ◇ Lift, move, carry, push and/or pull up to 100 pounds
- ◇ Stand, sit, squat, kneel, bend, crouch, twist, reach, climb, balance, stoop, crawl, and use a step stool and ladder as needed
- ◇ Have sufficient personal mobility to complete work at various county facilities
- ◇ Have clarity of speech and hearing which permits effective communication
- ◇ Have sufficient vision which permits production and review of a wide variety of materials both electronic and hardcopy forms
- ◇ Have sufficient manual dexterity to operate equipment and hand tools with moderate to heavy use and make handwritten notations
- ◇ Do concrete work, carpenter work, electrical wiring, lay blacktop and build fence
- ◇ Work independently as well as carry out duties with limited supervision
- ◇ Work outdoors on all types of terrain and in all types of weather conditions
- ◇ Work overtime as needed

MINIMUM EDUCATION, TRAINING AND EXPERIENCE:

High school graduate or equivalent. A minimum of one (1) year of experience operating specialized heavy equipment including but not limited to track excavator, wheel excavator, loader, dozer, and tractor-trailer with heavy equipment-trailer.

Special requirements: Possession of a valid Class A Commercial Driver's License and insurable under county liability coverage. Ability to report to work to any location within Fayette County in all weather conditions in a reasonable time.

SPECIFIC DUTIES: *to be performed satisfactorily with or without reasonable accommodation*

The following duties are normal for this position. These are not to be construed as exclusive or all inclusive. Other duties may be required and assigned.

- ◇ Perform manual labor and operate equipment in a wide range of highway construction and maintenance activities such as but not limited to:
 - Plowing snow
 - Spreading salt and sand on roadway surfaces for winter roadway maintenance
 - Hauling and spreading rock on roadway surfaces
 - Maintaining roadside vegetation using various treatment methods including but not limited to mechanical, mowing, burning, and seeding
 - Hauling equipment and/or materials in trucks or trucks with trailers
 - Performing traffic control duties including sign setup and flagging
 - Surface maintenance of pavements and/or seal coating (oiling) roads including patching with asphaltic cement, concrete and/or Portland cement concrete, and crack sealing
 - Cleaning up debris within road right-of-ways
 - Performing building/grounds maintenance (mowing, general carpentry, etc.)
- ◇ Perform manual labor for extended periods under disagreeable outdoor and indoor conditions including dust, dirt, heat, cold, wet, odors, floods, open trenches, vibrations & noise involving use of shovel, spade, posthole digger, post driver, ax, corn knife, chainsaw, jackhammer, etc. to check/clean culvert inlet/outlets, set/reset/remove/straighten signs, cut/remove brush storm/flood debris, break/remove concrete/rock, fumes and noise involving performance of routine mechanical servicing tasks on equipment operated.
- ◇ Provide working assistance in the use of snow fences, salt and gravel spreaders, asphaltic materials, and other substances required in the road maintenance programs.
- ◇ Operate assigned equipment skillfully, safely, and in conformance to regulations and directions.
- ◇ Perform preventive maintenance functions, such as change tires, change oil/filter, lubricate, grease, change lights/fuses and limited repair of Secondary Roads equipment, including the use of a cutting torch.
- ◇ Apply knowledge of account codes and maintains routine logs such as equipment repair/maintenance record, fuel consumption, daily work done, etc.
- ◇ Inspect, adjust, repair or schedule replacement of worn out or defective parts of equipment with appropriate personnel.
- ◇ Responsible for proper safety devices, equipment and signs on construction and maintenance projects.
- ◇ Train employees in the operation of specified equipment in accordance with safety practices, as needed.
- ◇ Notify utility companies for planned work areas through "one-call" system and document confirmation at needed.
- ◇ Perform duties of Maintenance Employee I as needed.
- ◇ Perform all work duties and activities in accordance with County policies, procedures, collective bargaining agreement, and safety practices.
- ◇ Attend work related meetings and trainings as required.
- ◇ Attend work regularly at the designated place and time.

WAGES:

Wages start at Operator I with advancement to Operator II after approximately three months to six months completion of satisfactory performance.

FLSA Status: Non-Exempt
Date Established: August 14, 2015
Date Revised: December 6, 2018

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I understand that this is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the Employer reserves the right to revise the functions and duties of this job or to require that additional or different tasks be performed as directed by the Employer. I understand that I may be required to work additional time, different shifts or hours outside the normally defined workday or workweek. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the Employer has a similar right.

Employee's Signature Date Department Head Date

The County of Fayette is an Equal Employment Opportunity Employer. In compliance with the Americans Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.