

# BARTON COUNTY POSITION DESCRIPTION

**DEPARTMENT:** Road & Bridge

**POSITION TITLE:** Equipment Operator I

**GRADE:** 3

**EMPLOYMENT CATEGORY:** Regular Full-Time

**STATUS:** Non Exempt

**REPORTS TO:** Grading Foreman & Asphalt Foreman

**POSITION SUMMARY:** Performs related manual tasks to carry out all functions related to Barton County Road and Bridge construction. Operate construction and maintenance equipment such as single-axle and/or heavy duty tandem-axle trucks. Haul equipment trailers to project sights. Operate construction equipment. Maintain a positive attitude towards all job tasks. This position has a high degree of responsibility to carry out job tasks and supervise others.

## **FUNDAMENTAL JOB DUTIES:**

### ASPHALT OPERATIONS

- Precisely operates motor grader in asphalt operations.
- Grades and lays down asphalt roads according to regular standards.
- Operate self-propelled pneumatic and steel rollers to compact roadway base and surfacing materials.
- Calculates oil usages and asphalt tonnage.

### ROAD CONSTRUCTION/MAINTENANCE

- Seal highways with an oil distributor and sand spreader.
- Operate oil distributor during sealing/patching operations.
- Plows snow and spreads anti-skid materials.

### HEAVY EQUIPMENT OPERATION

- Operates dredge equipment and ADM.
- Operates motor grader to make rough cuts during dirt construction.
- Loads materials with front-end loader and operates single-axle and/or heavy-duty tandem-axle truck to deliver materials to project sight.
- Operate mechanical broom, paint-striping machine, sandblasting machine, forklift, tractor-mower, related mowing equipment, and snow removal equipment.

### MAINTENANCE

- Repair fences and guardrails.
- Utilizes electric and gas welding machines. Ability to weld various types of metal and equipment including hard surfacing of blades, etc.
- Maintains records related to job assignments and fills out proper forms, time sheets, etc
- Performs preventive equipment maintenance and mechanical repairs.
- Performs work according to professional standards and objectives.

## OTHER

- May supervise others as instructed.
- Performs all other duties as requested by supervisor.
- Performs other manual labor tasks as required.

**EDUCATION: Minimum Required:** High school diploma or equivalent (GED).

**Preferred:** Two (2) year trade school in road construction or related field.

**EXPERIENCE: Minimum Required:** Two years of light to medium construction, maintenance, or agricultural equipment operating experience. Written proof of experience required.

**Preferred:** Experience in surveying, mechanic work and technical work.

**Licensure/Certification:** Current Class B CDL Drivers License

**SKILLS / KNOWLEDGE:** Ability to read, write, communicate and follow established methods and procedures. Good judgmental skills to recognize unusual problem(s) and report to supervisor for assistance and/or solution. Supervised daily.

**PHYSICAL REQUIREMENTS / ABILITIES:** Ability to operate heavy equipment for long periods of time with minimal supervision, such as front-end loaders, mixers, tractor-mowers, rollers, sand spreaders, oil distributor, mechanical broom, fork lift, paint striping machine and single and heavy duty tandem-axle trucks. Consistently climbs on and off equipment; sits and stands on equipment. Stoops, bends, squats and performs manual labor. Operates hand and power tools, performs carpentry work. Most duties are repetitive and related; ability to lift and carry up to 100-pound objects. Frequently stoops, bends, squats and performs manual labor.

**WORKING CONDITIONS / ENVIRONMENT:** Regularly works outdoors; exposure to inclement weather conditions. Frequently operates heavy equipment and machines. Frequently works around loud and noisy equipment; may encounter unsafe and dangerous situations on various project sites. Constant risk and discomfort on various jobs tasks.

These specifications should not be interpreted as all-inclusive. It is intended to identify the major responsibilities and requirements of this job function. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in these specifications.

*Job descriptions assist organizations in ensuring that the hiring process is fairly administered and that qualified employees are selected. All descriptions have been reviewed to ensure that only essential functions and basic duties have been included. Peripheral tasks, only incidentally related to each position, have been excluded. Requirements, skills, and abilities included have been determined to be the minimal standards required to successfully perform the position. In no instance, however, should the duties, responsibilities, and requirements delineated be interpreted as all inclusive. Additional functions and requirements may be assigned by supervisors as deemed appropriate. In accordance with the Americans with Disabilities Act, it is possible that requirements may be modified to reasonably accommodate disabled individuals. However, no accommodations will be made which may pose serious health or safety risks to the employee or others or which impose undue hardships on the organization.*

*I have reviewed this job description and I can perform the essential functions of this position, with or without, reasonable accommodations. I have also received or have been offered a copy of this job description.*

Printed Name \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Employee Signature \_\_\_\_\_

Department Head Signature \_\_\_\_\_

Counselor / Administrator Signature \_\_\_\_\_