



## Job Description

<b>Title:</b>	Road Maintenance Operator I	<b>Classification:</b>	510
<b>Division:</b>	Operations	<b>Job Code:</b>	510.1
<b>Department:</b>	Roads	<b>Last Revised:</b>	
<b>FLSA Cat:</b>	Non-Exempt	<b>Pay Grade:</b>	18

### **GENERAL PURPOSE**

Performs a variety of construction, repair, maintenance and upkeep of county roads, bridges, culverts, flood channels, etc. and assists in performing basic maintenance on county vehicles.

**Operator I:** Entry Level / **Operator II:** Working Level / **Operator III:** Journey Level

### **SUPERVISION RECEIVED**

**Operator I:** Close to General

**Operator II:** General

**Operator III:** General

### **SUPERVISION EXERCISED**

**Operator I:** None

**Operator II:** None

**Operator III:** May provide supervision to an assigned crew on a project to project basis.

### **ESSENTIAL FUNCTIONS**

#### **Operator I or Basic Functions for all Operators**

- Performs operation of complex heavy equipment requiring a CDL and may operate under seasonal conditions;
- Performs finish and technical grader operations;
- Performs general vehicle inspections each day to verify road operation standards and safety;
- Assist to conduct inspections of county roads, bridges, culverts, right of ways, and traffic control devices as directed;
- Assures project quality and conformance to materials standards and transports materials and equipment;
- Performs tasks requires the use of hand tools and equipment, including, picks, shovels, chainsaws, etc.;

- Performs various aspects of safety preparations; sets up cones, barricades, dividers, etc.
- Participates in various seasonal projects such as flood maintenance, asphalt work, hot patching, tree trimming, cattle guard maintenance, weed control, sign maintenance, snow removal, etc.;
- Repairs county roads by filling potholes, etc.;
- Checks and services assigned equipment;
- Participates in truck conversions to meet seasonal operational needs;
- Reports mechanical problems to the supervisor for repair;
- Performs various projects related to vehicle repair & maintenance, shop maintenance, welding, tire repair, weed spraying, cleaning, etc.;
- Maintains routine records of work performed and various maintenance records;
- Performs duties with due regard for personal safety, that of other employees and the public and assist subordinates in proper safety practices.

**Operator II (in addition to the essential functions outlined for Operator I).**

- Trains less experienced personnel in the care and operation of assigned equipment.

**Operator III (in addition to the essential functions outlined for Operator I and Operator II).**

- Performs proficiently on all heavy equipment required as an operator for the County Road Department; i.e., no further training or supervision is required;
- Conducts inspections of county roads, bridges, culverts, right of ways, and traffic control devices as directed;
- May perform equipment inspections if qualified;
- Must be able to supervise truck drivers in the proper placement of construction materials;
- Oversee pipe installation, cattle guard installation, GPS pipe installation, set stakes, and blue stakes.

Performs related duties as required.

**MINIMUM QUALIFICATIONS:**

**1. Education and Experience:**

**Operator I:** Graduation from high school or equivalent and some experience in operating medium to heavy equipment and tools related to road maintenance and construction or related specialty operation.

**Operator II:** (in addition to the education and experience for Operator I): Three (3) years performing the above related functions at Sanpete County.

**Operator III:** (in addition to the education and experience for Operator I): Eight (8) years performing the above related functions at Sanpete County.

\*An equivalent combination of education and experience may be considered for all operator levels.

**2. Required Knowledge, Skills, and Abilities:**

**Knowledge:**

**Operator I:** Some knowledge

**Operator II:** Working knowledge

**Operator III:** Considerable knowledge of the following:

- Hazards and safety precautions related to construction and equipment operation;
- Traffic laws, ordinances, and regulations;
- Construction methods and procedures typical to county service systems;
- Equipment parts and preventive maintenance for the same;
- Various federal and state regulations, i.e., MSHA, OSHA, UDOT, FAA, etc.;
- Principles and techniques of heavy mechanized equipment operation and maintenance;
- Various departmental, state and/or federal standards related to specialty operations; signing, roads, bridges, etc.

**Skills:**

**Operator I:** Some skill

**Operator II:** Skilled in

**Operator III:** Journey level skill in the following:

The operation of various kinds of light to heavy duty mechanized equipment as required by the position, i.e., Roller, Sweeper, 10-Wheel Dump, Loader, Snow Plow, Belly Dump, forklift, Track Loader, Trackhoe, scraper, skidsteer, tarpot, Cat/Dozer, Road Grader, Sanders, Water Truck, etc.

**Abilities:**

**Operator I:**

- Perform strenuous labor for extended periods of time under varying conditions;
- Establish effective working relationships with employees, elected officials and the general public.

**Operator II and Operator III:** (in addition to the abilities outlined for Operator I).

- Follow engineering specifications and blueprint instructions.

**3. Special Qualifications:**

- Will be required to be on call.
- Must be State of Utah certified to perform vehicle safety inspections.
- Must possess or be able to acquire a valid Utah Class "A" Commercial Driver's License (CDL, with no DUI, ARR, or no more than two moving violations in the past twelve (12) months.
- Must be able to pass ICC physical and maintain a medical certificate.
- Must be flagger certified.
- Must be forklift certified or be able to attain certification when required.
- Must submit to and pass randomly administered drug tests.
- May be required to be or become a certified weed control applicator and/or any other certification as required.

**4. Work Environment:**

- Tasks require a variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, push and pull, bend and stoop, twist and kneel, and be able to climb into and onto heavy equipment and vehicles.
- Will be required to lift up to 75 pounds on occasion.
- Common eye, hand, finger, leg, and foot dexterity required.
- Mental application utilizes memory for details, verbal instructions, discriminating.
- Continuous travel in automobile or heavy equipment required in job performance.
- Some daily and severe seasonal aspects of the job pose threats or hazards capable of producing physical injury.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

\_\_\_\_\_ have reviewed the above job description. Date: \_\_\_\_\_