

HEAVY EQUIPMENT OPERATOR

Pulaski County Public Service Authority

Department: Water/Wastewater Department

Reports to: Utility Maintenance Supervisor

Supervision Exercised: None

Supervision Received: Work is performed with general instruction and supervision. Employee will undergo a six month orientation period and will be evaluated at the end of the six month term. Employee will be evaluated annually thereafter.

Classification (FLSA): Non-Exempt, Full-Time

Work Hours: 7:00 a.m. until 3:30 p.m. Some holiday and weekend work may be required.

ESSENTIAL FUNCTIONS: Performs routine skilled mechanical work in the installation and maintenance of the water distribution and sewer collection system. Performs responsible skilled work in the operation of, but not limited to, a backhoe, trench machine, truck, and other related work as required.

JOB REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions. Employee must successfully pass a drug test and background check. Possession of a valid Commercial Driver's License Class A permit issued by the Commonwealth of Virginia.

RESPONSIBILITIES:

- Operates backhoe, trenching machine, tractor/bush-hog trucks and other equipment in connection with the installation of service line and meters or other county related projects as deemed appropriate
- Operates tapping machine
- Checks, services, and repairs water lines, fire hydrants, valves, valve boxes, etc.
- Checks water meters for proper operation
- Replaces meters as needed
- Reads water meters
- Performs the work of unskilled and semi-skilled workers and equipment operators
- Repair maintenance or construction of sewer and water facilities

KNOWLEDGE, SKILLS AND ABILITIES:

- General knowledge of the principles and practices of operating and servicing construction equipment
- Thorough knowledge of the occupational hazards involved and the safety precautions necessary to the proper operation of varying equipment and maintenance equipment
- Skill, care, and the safe operation of construction equipment, backhoe's, trucks, similar constructional equipment
- Ability to follow oral and written directions
- mechanical aptitude
- Ability to make minor repairs and adjustments to equipment
- Knowledge of utility maintenance, repair and construction practices
- Ability to perform work under varying climatic conditions
- Ability to perform heavy manual work in a variety conditions
- Ability to lift 50 pounds on a continuous basis and up 80 pounds on a daily basis
- Ability to walk on varying terrain, such as the landfill topography, continuously for a distance of two miles during varying climatic conditions
- Physical ability to climb in and out of water line ditches, over equipment, pump stations, etc. and other similar types of excavations and/or structures.

EDUCATION AND EXPERIENCE:

- Any combination of education and experience equivalent to the completion of a high school diploma and considerable experience in the operation of motorized equipment.
- CPR and First Aid Certification preferred

PROFESSIONALISM AND CONFIDENTIALITY:

- Understands and consistently implements all County policies and procedures
- Maintains confidentiality with all vendors and employee transactions and activities
- Shares knowledge and assists other staff with day to day activities to promote effective teamwork to accomplish the goals of the County

TRAINING AND JOB DEVELOPMENT:

- Develop and set own personal goals for acquiring new skills and job growth
- Participate in conferences, workshops, webinars, and other opportunities to maintain current awareness of County trends and for educational growth
- Works with staff to discuss and resolve problems and provide ideas for improvement

Note: This job description is not intended to be all –inclusive. An employee will also perform other reasonably related job responsibilities as assigned by the County Administrator, department head or supervisor. Pulaski County reserves the right to revise or change job duties as the need arises. Moreover, management reserves the right to change job descriptions, job duties or working schedules based on their duty to accommodate

individuals with disabilities. The job description does not constitute a written or implied contract of employment.

I have read, understand and accept the duties, standards and expectations required of this position. I hereby affirm my good faith compliance with all county policies and procedures.

Employee: _____

Date: _____