

Sevier County

Job Description



Title: Road Maintenance Operator I / II / III	Department: Roads
Grade: I - 14 / II - 15 / III - 17	FLSA Status: Non-Exempt
Job Code: I - 720.1 / II - 720.2 / III - 720.3	Effective Date: 01/12 (Last Revised 06/19)

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 / **Operator II:** Close to General / **Operator III:** General

SUPERVISION EXERCISED

Operator I: None

Operator II: May provide some training to Operator I

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 general vehicle inspection each day to verify road operation standards and safety;
- Assists 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 requiring the use of hand tools and equipment, including, picks, shovels, chainsaws, 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 assists subordinates in proper safety practices.

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

- Performs proficiently on half of all heavy equipment required as an operator for the County Road Department; i.e., some training or supervision may be required;
- May train 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.,
- Performs finish and technical grader operations;
- 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.

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 Sevier County or five (5) years of progressively responsible experience operating medium to heavy equipment related to road maintenance with one (1) of those years being performed with Sevier County.

Operator III (*in addition to the education and experience for Operator I and II*): Eight (8) years performing the above related functions at Sevier County or twelve (12) years of progressively responsible experience operating medium to heavy equipment related to road maintenance with three (3) of those years being performed with Sevier 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:** Advanced skill / **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, track hoe, scraper, skid steer, tarpot, cat/dozer, road grader, 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 medical certificate.
- Must be flagger certified.
- Must be fork lift 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.
- Sevier County Resident.

4. Work Environment:

- Tasks require 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 able to climb into and on to 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 employee(s) assigned to this classification. This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document. 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.

I _____ have reviewed the above job description. Current Title: _____ Date: _____
(Employee)

I have reviewed this job description with the employee: _____ Date: _____
(Supervisor Signature)