



NEWTON COUNTY, GEORGIA

Classification Specification

EQUIPMENT OPERATOR I (4212)

FLSA: Non-Exempt

Purpose of Classification:

The purpose of this classification is to drive and operate light to medium trucks, tractors, and other equipment to complete tasks associated with roads projects. Incumbents in this classification drive and operate equipment with additional mechanisms that are moderately simple and routine.

Essential Functions:

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Operates various equipment and vehicles to complete tasks related to the maintenance, repair and construction of County roadways, rights-of-way, and other infrastructure projects: drives vehicle over public roads, work sites, rights-of-way, parks, public works facilities, and other County property; maneuvers in and around traffic, parked cars, equipment, utilities, and other obstacles; obeys all traffic laws and safety guidelines; and monitors immediate environment and work area to ensure the safety of operator, other workers, the equipment, and the public.

Drives single, tandem, and tri-axle dump trucks or brush trucks in order to transport and haul materials between original and final destinations for use in maintenance and construction projects: positions vehicle to allow for the most efficient and effective loading or dumping of materials; secures all doors, gates, and fasteners to prevent spillage or loss of load; operates dumping mechanism to dump materials at appropriate locations; and operates truck and dumping mechanism simultaneously to spread materials along prescribed path to required specifications.

Operates tractors and tractor-mounted mowing equipment to mow and maintain rights-of-way, parks, and other County property, including operation of side-arm, bush hogs, and rear-mounted mowers: scouts path for and removes rocks, debris, and other obstacles that may cause damage to the equipment, property, or the public; and determines proper settings and adjusts mowing and raking equipment for desired height and trajectory.

Utilizes asphalt roller and asphalt patching truck to make repairs to existing streets and paved surfaces by filling potholes, cracks, and other deformities: drives truck to work location and positions vehicle to allow for optimum delivery of asphalt; utilizes dumping mechanisms to apply specified amount of hot asphalt to desired area; operates spraying mechanism to aim and distribute a fine stream of asphalt along cracks in the pavement; utilizes rakes, shovels, and other tools to manually spread and seal asphalt; operates asphalt roller or compactor to flatten and

compress dirt, gravel, asphalt, and other materials; and marks newly repaired pavement as appropriate.

Inspects and prepares equipment for safe and proper operation prior to beginning work for the day: performs light maintenance on equipment, which includes refueling and refilling lubricants; cleans vehicle bed upon completion of assignments; notifies supervisor of need maintenance or repairs; and secures vehicle after use.

Performs manual labor in support of assigned projects: collects, lifts, moves, loads, transports and unloads materials, equipment, tools, and supplies to and from worksite; digs ditches, trenches, and holes manually or utilizing power equipment; shovels, rakes, spreads, compacts, and levels dirt, rock, asphalt, cement, and other materials; removes trees; buries deceased animals; and removes litter, debris, and deceased animals from roadways and other County property.

Follows established safety procedures: utilizes safety equipment and wears protective gear: monitors work environment to ensure safety of employees and other individuals; monitors traffic conditions surrounding trucks and equipment to identify obstructions, pedestrians, or unsafe traffic conditions; flags and directs traffic and places markers, signs and cones around project and work site to ensure safety of crew and the traveling public; and reports any incidents, accidents, problems, or unusual situations.

Communicates with supervisor, other County employees, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Additional Functions:

Performs other related duties as required.

Minimum Qualifications:

High school diploma or GED required.

Specific License or Certification Required: Must possess and maintain a valid Georgia Driver's License.

Specific Knowledge, Skills, or Abilities: Must be able to demonstrate proficiency in performance of the essential functions and learn, comprehend, and apply all County or departmental policies, practices, and procedures necessary to function effectively in the position.

Performance Aptitudes:

Data Utilization: Requires the ability to compile, assemble, copy, record and/or transcribe data according to a prescribed schema or plan. Includes judging whether readily observable functional, structural or compositional characteristics are similar to or divergent from prescribed standards, procedures or routines.

Human Interaction: Requires the ability to exchange information for the purpose of clarifying details within well-established policies, procedures and standards.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver, and/or control the actions of equipment, machinery, tools and/or materials requiring complex and/or rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

Functional Reasoning: Requires the ability to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving a variety of generally pre-defined duties which are often characterized by frequent change.

ADA Compliance:

Physical Ability: Tasks require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, taste, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, smoke, temperature and noise extremes, hazardous materials, confined spaces, machinery, vibrations, electric currents, traffic hazards, bright/dim lights, or rude/irate customers.

Emergency Position: This position requires your attendance at work under all types of emergency conditions. Some examples of emergencies include inclement weather, utility failure, fire or other forced evacuations or as determined by the manager.

Newton County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee Signature: _____ Date: _____