

Cherokee County, GA



JOB DESCRIPTION

To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.

HEAVY EQUIPMENT OPERATOR

Department: Public Works

FLSA Status: Non-Exempt

JOB SUMMARY

The essential function of the position within the organization is to operate heavy equipment in the Roads and Bridges Department. The position is responsible for operating various types of heavy equipment. The position works under general supervision according to some procedures; decide how and when to complete tasks.

ESSENTIAL JOB FUNCTIONS

- Operates heavy equipment, such as a dozer, track hoe, excavator, track loader, rubber-tired loader or motor grader in performing digging, clearing, grading, pipe installation, ditching, grubbing, back filling, preparing road base on job sites, or similar duties.
- Operates a steel wheel roller, paving machine, rubber tire roller or other heavy equipment on a paving crew.
- Operates a transit in checking surface grade of work sites.
- Operates jetting machines and pulls hose in and out of pipes in cleaning drainage pipes.
- Performs skilled labor in paving roads and building catch basins or culverts; finishes asphalt or concrete using masonry techniques.
- Checks assigned equipment on a daily basis and performs basic preventive maintenance in checking and refilling fluids; ensures completion of required repairs to equipment of responsibility.

- Works independently on job sites and makes decisions related to the job as directed by the supervisor.
- Assists the supervisor in estimating amount and type of materials, tools and supplies needed at job sites.
- Performs flagging duties for traffic control on job sites, and interacts with the public as needed to ensure on-the-job safety.
- Performs duties of an Equipment Operator/Laborer as needed to facilitate completion of projects.

QUALIFICATIONS

Education and Experience:

Requires high school diploma or GED.

Any combination of education, training, and experience that provides the required knowledge and skills is acceptable.

Special Qualifications:

Requires a valid State of Georgia Driver's License or a valid State of Georgia Commercial Driver's License as required in the operation of assigned equipment, and a satisfactory Motor Vehicle Record. Must obtain certification as a National Safety Council Flagger within six months of hire.

Knowledge, Skills, and Abilities:

Requires three years of experience in performing related work as an Equipment Operator II or in a similar position.

PHYSICAL DEMANDS

Vision:

- See in the normal visual range with or without correction.
- Vision sufficient to read computer screens and printed documents and to operate equipment.

Hearing:

- Sufficient clarity of speech and hearing abilities that would permit effective communication with or without correction.

WORK ENVIRONMENT

Work is performed in a dynamic environment that requires being sensitive to change and responsive to changing goals, priorities, and needs.

OTHER REQUIREMENTS

DATA RESPONSIBILITY: *“Data Responsibility” refers to information, knowledge, and conceptions obtained by observation, investigation, interpretation, visualization, and mental creation. Data are intangible and include numbers, words, symbols, ideas, concepts, and oral verbalizations.*

Copies, transcribes, enters, or posts data or information.

PEOPLE RESPONSIBILITY: *“People Responsibility” refers to individuals who have contact with or are influenced by the position.*

Speaks with or signals to people to convey or exchange information.

ASSETS RESPONSIBILITY: *“Assets Responsibility” refers to the responsibility for achieving economies or preventing loss within the organization.*

Requires responsibility and opportunity for achieving moderate economies and/or preventing moderate losses through the management or handling of equipment of high value.

MATHEMATICAL REQUIREMENTS: *“Mathematics” deals with quantities, magnitudes, and forms and their relationships and attributes by the use of numbers and symbols.*

Uses addition and subtraction such as making change.

COMMUNICATIONS REQUIREMENTS: *“Communications” involves the ability to read, write, and speak.*

Reads simple sentences or instructions; writes simple sentences; speaks simple sentences using basic grammar.

COMPLEXITY OF WORK: *“Complexity of Work” addresses the analysis, initiative, ingenuity, creativity, and concentration required by the position and the presence of any unusual pressures.*

Performs semi-routine work involving set procedures and rules, but with frequent problems; requires normal attention with short periods of concentration for accurate results or occasional exposure to unusual pressure.

IMPACT OF DECISIONS: *“Impact of Decisions” refers to consequences such as damage to property, loss of data or property, exposure of the organization to legal liability, or injury or death to individuals.*

Makes decisions with minor impact - affects only those in immediate work area.

EQUIPMENT USAGE: *“Equipment Usage” refers to inanimate objects such as substances, materials, machines, tools, equipment, work aids, or products. A thing is tangible and has shape, form, and other physical characteristics.*

Handles machines, tools equipment or work aids involving extensive latitude for judgment regarding attainment of a standard or in selecting appropriate items, such as dozers, track hoes, excavators, track loaders, rubber-tired loaders or motor graders.

SAFETY OF OTHERS: *“Safety of Others” refers to the responsibility for other people’s safety, either inherent in the job or to assure the safety of the general public.*

Requires considerable responsibility for the safety and health of others and/or continuous enforcement of the laws and standards of public health and safety.

Cherokee County has the right to revise this job description at any time. This description does not represent in any way a contract of employment.

Employee Signature

Date

Supervisor (or HR) Signature

Date

E.O.E. *Cherokee County is an equal opportunity employer. Cherokee County will provide equal employment opportunity to all qualified persons without regard to race, color, creed, religion, sex, national origin, age, disability, genetic information, uniformed service status, pregnancy, childbirth, or other legally protected category or classification.*