



Heavy Equipment Operator

Purpose of the role:

Under general supervision, operates a variety of light-, medium- and heavy-duty motorized maintenance and construction equipment in the maintenance and repair of construction projects; performs excavating, grading, trenching, loading and related operations according to required standards; performs a wide variety of skilled and semi-skilled manual work; trains others in the use of equipment; ensures safe working practices and procedures; may serve as a crew leader; and performs related duties as assigned.

Distinguishing Characteristics:

Incumbents operate a variety of medium- and heavy-duty equipment. Positions are frequently required to lead a small crew in the performance of skilled and semi-skilled maintenance activities.

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

Essential Duties and Responsibilities:

- Transports and operates a variety of light-, medium-, and heavy-duty equipment such as backhoe, roller, grader, loaders, and dump trucks involved in the maintenance and repair of construction projects; performs difficult and skilled work using heavy equipment.
- Maintains the safe working condition of all equipment used; performs minor repairs on equipment and reports the need for major repairs; performs mandatory pre-trip vehicle inspections.
- Cuts finish grade with road grader for curb, gutter and concrete work.
- Operates planer to plane and remove high spots in streets and alleys, and to prepare surfaces for repaving in the construction of new roads and the maintenance of existing ones.
- Operates skiploaders loading materials into dump trucks and waste containers; transports to appropriate location.
- Drives and operates a variety of specialized equipment such as flush trucks, vacuum street sweeper, and water trucks.
- Performs manual work with power tools or hand tools including concrete saw, compressor, jackhammer, hot tap machines, drills, and saws.
- Operates motor grader or large tractors or dozers as necessary.

- Reads and understands survey markings and blueprint drawings; surveys job sites for underground utilities that may interfere with excavation.
- Performs heavy and semi-skilled construction maintenance and labor work when not operating equipment regularly assigned.
- Trains employees in the safe operation of heavy equipment; enforces safety equipment operation rules.
- Prepares and maintains written reports of daily activities.
- May supervise and lead a crew on construction operations or maintenance repair projects; makes judgment calls; oversees the placement of traffic control measures; orders construction materials; prepares and maintains records.
- Performs after-hours emergency work and on-call Supervisor duties on a rotating basis.
- Performs related duties as required.

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

- Maintenance, adjustment and operation of a variety of complex light-, medium-, and heavy-duty construction equipment and auxiliary equipment.
- Practices, methods, and materials used in construction and maintenance work.
- Traffic laws, ordinances, and rules involved in truck and heavy equipment operations.
- Principles and practices of routine and preventive maintenance on light-, medium-, and heavy-duty equipment.
- The geography and street system of the City.
- Form and finish for concrete application.
- Principles and practices of cleaning sewer lines.
- Principles and procedures of record keeping.
- Basic lead supervision and training.
- Basic office and computer equipment and applicable software applications.
- Occupational hazards and standard safety practices.
- Pertinent federal, state and local codes, laws, and regulations..

***Desired
Minimum
Qualifications:***

Ability to:

- Operate a variety of light-, medium, and heavy-duty equipment safely and productively in traffic.
- Adjust and perform preventive maintenance and make minor repairs on the vehicles and auxiliary equipment.
- Perform a variety of semi-skilled and skilled construction and maintenance tasks.
- Work independently and use sound judgment in performing assignments safely in traffic.
- Prepare basic records and reports of work performed using standard office and computer equipment.

- Operate and maintain hand and power tools pertaining to the work in a safe and efficient manner.
- Perform heavy manual labor.
- Load and haul debris.
- Train others in the safe and efficient operation of equipment.
- Install construction maintenance material.
- Identify and distinguish the differences in underground utilities.
- Safety practices and procedures related to the work.
- Monitor potential hazards of job sites.
- Read and understand street maps.
- Read and understand survey markings and blueprint drawings.
- Make concise and correct decisions.
- Work under steady pressure with frequent interruptions.
- Learn and apply new information or new skills.
- Understand and carry out oral and written directions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Respond and perform assigned duties in the event of a City-declared emergency.

Competencies:

- Effective Communicator
- Strategic Thinker
- Results Oriented
- Accountable
- Problem Solver and Decision Maker
- Ethical
- Technically Knowledgeable

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Equivalent to the completion of the twelfth grade.

**Education and
Experience
Guidelines:**

Experience:

Two years of experience in the operation of light-, medium-, and heavy-duty construction equipment.

Licenses; Certificates; Special Requirements:

A valid Class A California driver's license with tanker endorsement is required.

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

**Physical and
Environmental
Conditions:**

Physical: Sufficient physical ability to work outdoors in all weather conditions; sit, stand, walk on level and/or slippery surfaces, reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement; lift, carry and push tools, equipment and supplies weighing 25 pounds or more; climb ladders, use power and noise producing tools and equipment, drive motorized vehicles and heavy equipment. **Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment. **Hearing:** Hear in the normal audio range with or without correction.

Environment: Outside environment working near moving mechanical parts; travel from site to site; exposure to noise, dust, grease, fumes, gases, potentially hazardous chemicals, electrical energy, vibrations and inclement weather conditions including wet and/or humid conditions; work in or around water; work on slippery surfaces; work around frequently loud noise levels.

*Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications **may not include all** duties performed by individuals within a classification. In addition, specifications are intended to outline the **minimum** qualifications necessary for entry into the class and do not necessarily convey the final qualifications of incumbents within the position.*

Pursuant to California Government Code Section 3100, all public employees are required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their supervisor or by law.

Date Adopted: 7/5/03

Date Revised: 7/1/07

7/1/07:

- Created new classification of Utilities Equipment Operator; removed water certification requirements from Heavy Equipment Operator.