

RUTHERFORD COUNTY, TENNESSEE

CLASSIFICATION SPECIFICATION

CLASSIFICATION TITLE: HEAVY EQUIPMENT OPERATOR

FLSA STATUS: NON-EXEMPT

PURPOSE OF CLASSIFICATION

The purpose of this classification is to operate heavy equipment, drive large trucks/vehicles, and perform manual work associated with road surface construction, road maintenance, pipe installation, or other projects/activities within an assigned department of the County. Duties and responsibilities include operating/driving heavy equipment and large trucks/vehicles, maintaining equipment/vehicles, hauling/transporting materials, performing road surface construction/maintenance tasks, performing pipe installation tasks, or performing other tasks as assigned. Assignment to Highway Department reports to Foreman. Assignment to Landfill Department reports to Solid Waste Director. Assignment to Solid Waste reports to Foreman.

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 heavy equipment, medium/light equipment, vehicles, machinery and tools, which may include a bulldozer, transport trailer, track loader, scraper, front-end loader, roll-off hoist, dump truck, rear dump truck, skid-steer loader, tanker truck, water truck, water pump, paver, roller, packer, grader, loop, backhoe, tractor, long arm bush hog, mower, weed eater, brush chipper, welder, torch, grinder, air compressor, air wrench, tire hammer, tire tools, chain saw, generator, pick ax, post hole digger, shovel, rake, mechanic tools, carpentry tools, or two-way radio.

Follows safety procedures, utilizes safety equipment, and monitors work environment to ensure safety of employees and other individuals.

Hauls, transports, loads, and/or unloads various equipment, asphalt materials, rock, refuse, or other materials used in projects or at work sites; monitors status of materials under transport and retrieves any fallen debris/materials.

Performs various tasks associated with pipe installation or related projects, such as installing pipe, digging ditches, cleaning out ditches, or preparing roads for paving.

Performs general cleaning/maintenance tasks necessary to keep vehicles, equipment, and tools in operable condition, which may include inspecting equipment, checking fluid levels, replacing fluids, greasing equipment, replacing parts, changing tires, sharpening blades, washing/cleaning equipment, or cleaning shop/work areas; monitors equipment operations to maintain efficiency and safety; reports faulty equipment.

Assists in monitoring inventory levels of equipment, tools, parts, and supplies; initiates requests for new or replacement materials.

Prepares or completes forms, or other documents.

Rutherford County, Tennessee • Heavy Equipment Operator

Receives various work orders, policies, procedures, maps, manuals, reference materials, or other documentation; reviews, completes, processes, forwards or retains as appropriate.

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

Assignment to the Highway Department may involve the following additional functions:

Performs various tasks associated with road surface construction, road maintenance/repair, or other projects, such as paving roads, rolling/packing pavement, grading roads/surfaces, patching/repairing roads, applying asphalt to road surfaces, pushing/loading road earth/rock, repairing driveway entrances, shoveling rock/dirt, spreading road mix and asphalt materials, looping road mix, spreading salt, spreading ground materials, digging holes/trenches, or shoveling materials.

Assists in performing various tasks associated with grounds maintenance or roadside maintenance, such as mowing grass/weeds, edging landscaped areas, cutting down and removing trees/shrubs, cutting tree limbs, trimming shrubs and hedges, spreading grass seed, removing debris from ditches and right-of-ways, or picking up debris/litter.

Performs general/manual work tasks associated with various department projects, which may include mixing concrete, pouring concrete, repairing fences and mailboxes, placing/retrieving signage, loading/unloading trucks, lifting/moving heavy materials, or flagging traffic.

Transports employees, inmates, or other workers to/from work sites.

Assignment to the Landfill may involve the following additional functions:

Operates various heavy equipment, medium/light equipment, vehicles, machinery and tools, which may include a bulldozer, transport trailer, track loader, scraper, dump truck, rear dump truck, skid-steer loader, tanker truck, water truck, water pump, packer, grader, backhoe, tractor, long arm bush hog, mower, weed eater, brush chipper, welder, torch, grinder, air compressor, air wrench, tire hammer, tire tools, chain saw, generator, pick ax, post hole digger, shovel, rake, mechanic tools, carpentry tools, or two-way radio.

Performs various tasks associated with loading water onto water truck, applying water to control dust, and cleaning dust buildup.

Monitors leachate collection.

Assignment to Solid Waste may involve the following additional functions:

Performs various tasks associated with solid waste disposal or related projects, such as emptying trash dumpsters, transporting refuse in trash dumpsters or trash compactor bins from solid waste convenience centers, schools or other locations, or planning route/schedule for pickup of trash from receptacles.

Operates medium/light equipment, vehicles, machinery and tools, front-end loader, roll-off hoist, air compressor, pick ax, post hole digger, shovel, rake, mechanic tools, carpentry tools, or two-way radio.

Performs general cleaning/maintenance tasks necessary to keep vehicles, equipment, and tools in operable condition including replacing fluids, greasing equipment, replacing parts, changing tires.

ADDITIONAL FUNCTIONS

Provides assistance to other employees or departments as needed.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

High school diploma or GED; supplemented by vocational/technical training in heavy equipment operation and truck driving; supplemented by one (1) year previous experience and/or training involving heavy equipment operation, truck driving, and maintenance work in area of assignment (such as road surface construction, road maintenance, pipe installation, or solid waste disposal); or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Tennessee driver's license with appropriate endorsement(s). Operation of some heavy equipment may require possession and maintenance of a valid Tennessee Commercial Driver's License (CDL) including appropriate endorsement(s).

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to calculate and/or tabulate data. Includes performing subsequent actions in relation to these computational operations.

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 and control the actions of equipment and machinery, requiring the monitoring, adjustment, regulation, and/or setting of multiple conditions.

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

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

ADA COMPLIANCE/PHYSICAL DEMANDS ANALYSIS

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); may occasionally involve heavier objects and materials (up to 150 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, 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, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, bright/dim light, toxic agents, disease, or pathogenic substances.

PHYSICAL DEMANDS ANALYSIS

1. STANDING AND WALKING

Tasks: From start to finish
Surface: Smooth to extreme
Estimated Total Hours: 5 **Maximum Continuous Time:** 20 minutes

2. SITTING

Tasks: Driving
Estimated Total Hours: 5 **Maximum Continuous Time:** 40 minutes

3. LIFTING/CARRYING

Weight	Hourly	Daily	Weekly	Monthly	Never
<10 lbs	X				
11-25 lbs	X				
26-50 lbs			X		
51-75 lbs				X	
76-100 lbs					X
>100 lbs					X

4. PUSHING/PULLING

Objects: Adjusting leads, opening and closing containers
Height of hands above floor during push: 5-6 feet

5. CLIMBING

Tasks: In and out of equipment and on containers
Device: Containers and equipment
Height: 4-6 feet
Frequency: 23 times per load and average 6 loads per day (max 138 times per day)

6. BENDING/SQUATTING/KNEELING

Tasks: Hauling loads
Frequency: Hourly

7. REACHING

Hands Used: RIGHT LEFT BOTH X

Distance	Direction	Frequency	Duration	Avg. Weight
0-20"	Both	Hourly	2 minutes	20 lbs
21-36"	Both	Hourly	2 minutes	20 lbs

8. WORK CONDITIONS

Exposure to	Yes	No
Hot Temperatures	X	
Cold Temperatures	X	
Sudden Changes in Temperature	X	
Noise	X	
Fumes	X	
Cramped Quarters	X	
Cold Surfaces	X	
Hot Surfaces	X	
Sharp Edges	X	
Vibration	X	
Fluorescent Lighting	X	
Computer Monitor Screen Glare		X

Inside Building	<u>10</u> % of time
Outside	<u>90</u> % of time

9. OTHER JOB DEMANDS

Does Job Require	Yes	No
Crawling		X
Jumping		X
Lying on Back		X
Lying on Stomach		X
Twisting	X	
Sweeping/Mopping	X	
General Cleaning	X	
Handling Trash	X	

10. HAND USE

Type of Use	Yes	No	Frequency
Keystrokes		X	
Grasp	X		Hourly
Fine Motor i.e.: writing, twisting hands or wrist, etc	X		Hourly

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Rutherford County, Tennessee, 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. Signatures below indicate the receipt and review of this classification description by the employee assigned to the position and the immediate supervisor.

Employee's Signature

Supervisor's Signature

Date

Date