

CLAY COUNTY JOB DESCRIPTION

Position Title: Operator II

FLSA: Non-Exempt

Department: Road and Bridge

Level: 13

Reports To: Highway Supervisor/Crew Leader

Date:

Revised: January 2010

Primary Responsibilities: Perform intermediate level tasks and assist other crew members in the construction and maintenance of county roadways and similar tasks. Assignment may include operation of heavy equipment as well as other types of equipment to perform functions needed to accomplish job assignment. Respond to after hour emergencies as needed.

Essential Duties and Responsibilities:

- Operate dump truck and other pieces of heavy equipment at journeyman level
- Repair or maintain roadways, ditches, culverts, bridges and right of ways as assigned.
- Assist with traffic control
- Perform daily routine inspection and preventative maintenance on equipment; assist mechanic when equipment is out of service as needed
- Work at various tasks within shop as needed
- Follow all county and departmental safety rules, regulations and procedures
- Assist in loading, securing and unloading materials and equipment
- On-call for after hour emergencies such as snow removal and road obstruction removal
- Other duties as assigned

Minimum Qualifications:

- High School Diploma or State approved equivalent
- Class A CDL
- Ability to independently and safely carryout tasks, duties and responsibilities assigned

- Experience with manual labor and operation of trucks and light equipment; ability to work in outdoor conditions of extreme heat or cold for lengths of time; and upon occasion is able to lift up to 50 lbs

Desired Qualifications:

- Previous experience including operation of highway heavy equipment
- Class A CDL with HazMat and Tanker endorsements
- Knowledge of location of county territories, roads and bridges
- Knowledge of safety procedures in maintaining and constructing roads/bridges

Approved By:

Department Head/Appointing Official Date

Director – Human Resources Date