

Water Authority Position Description

HEAVY EQUIPMENT OPERATOR (SS)

Status	Position Code	Level	Date
APPROVED	HEOP	B60	Mar 2013

Job descriptions are intended to present a general list of the tasks/duties performed by employees within this job Classification. Job Descriptions are not intended to reflect all duties performed within the job.

POSITION SUMMARY

OPERATE AND MAINTAIN HEAVY, MOTORIZED EQUIPMENT USED IN EARTH MOVING AND COMPOSTING OPERATIONS IN A SAFE AND EFFICIENT MANNER.

MIN EDUCATION & EXPERIENCE REQ

RELATED EDUCATION AND EXPERIENCE MAY BE INTERCHANGEABLE ON A YEAR FOR YEAR BASIS. RELATED EDUCATION MAY BE SUBSTITUTED FOR EXPERIENCE ON A YEAR FOR YEAR BASIS.

HIGH SCHOOL DIPLOMA OR GED PLUS SIX (6) YEARS OF HEAVY EQUIPMENT OPERATION AND MAINTENANCE EXPERIENCE.

ADDITIONAL REQUIREMENTS

POSSESSION OF A NEW MEXICO COMMERCIAL DRIVER'S LICENSE - CLASS A MUST BE ABLE TO PASS RESPIRATORY CLEARANCE EXAM PRIOR TO HIRE AND AT LEAST EVERY THREE YEARS AFTER HIRE. MUST BE ABLE TO PASS RESPIRATOR FIT TEST WITHIN 30 DAYS OF HIRE AND ANNUALLY THEREAFTER. MUST SUBMIT TO OZONE MEDICAL EXAM, AS APPROPRIATE TO THE JOB POSITION, PRIOR TO HIRE AND AT LEAST EVERY THREE YEARS AFTER HIRE.

SUPERVISION RECEIVED/EXERCISED

RECEIVE GENERAL SUPERVISION FROM HIGHER LEVEL MANAGEMENT OR SUPERVISORY STAFF.

MAY SERVE AS LEAD FOR LOWER LEVEL EMPLOYEES.

ESSENTIAL FUNCTIONS

(ESSENTIAL FUNCTIONS MAY INCLUDE, BUT ARE NOT LIMITED TO, THE FUNCTIONS LISTED BELOW)

1. OPERATE HEAVY, MOTORIZED EQUIPMENT USED IN EARTH MOVING OPERATIONS, INCLUDING, BUT NOT LIMITED TO, TANKERS, DOZERS SCRAPER, LOADERS, MOBILE COMPOST MIXERS, COMPOST TURNER, 18 WHEEL TRACTOR-TRAILERS, CRANE, EXCAVATOR, ETC. AND OTHER EQUIPMENT TO SUPPORT A VARIETY OF OPERATIONS AT WATER AUTHORITY FACILITIES.
2. MAY BUILD LEVEL AND EXCAVATE LAND SURFACES USING GRADERS AND OTHER CONSTRUCTION EQUIPMENT.
3. GATHER AND LOAD DIRT AND WASTE PRODUCTS FROM JOB SITES ONTO TRUCKS. TRANSPORT TO APPROPRIATE LOCATION.
4. OPERATE WATER TANKER AND SIMILAR EQUIPMENT FOR DUST CONTROL AND DIRT COMPACTION.
5. MAY OPERATE AND MAINTAIN WINDROW AERATION/COMPOSTING RELATED EQUIPMENT. MAINTAIN DAILY TEMPERATURE OF COMPOST. PREPARE SOIL SAMPLES TO SEND TO THE LABORATORY. CHANGE, ADJUST, REPLACE AND/OR REPAIR SLUDGE SPREADING IMPLEMENTS.
6. USE HAND-HELD MOBILE RADIO UNITS TO COORDINATE TASKS AND RESOURCES.
7. MAINTAIN ACCURATE LOGS AND RECORDS AND ENTER DATA IN COMPUTER.
8. ENSURE ADHERENCE TO SAFE WORK PRACTICES AND PROCEDURES.

SUPPLEMENTAL FUNCTIONS

1. PERFORM PREVENTIVE MAINTENANCE ON EQUIPMENT AS REQUIRED INCLUDING FLUID AND FILTER CHANGES AND PARTS LUBRICATION.
2. ASSIST WITH DISASSEMBLING AND REASSEMBLING SCREENERS/CONVEYORS.
3. PERFORM RELATED DUTIES AND RESPONSIBILITIES AS REQUIRED.

PREFERRED KNOWLEDGE

OPERATIONAL CHARACTERISTICS OF A VARIETY OF HEAVY, POWER-DRIVEN EQUIPMENT
MAINTENANCE REQUIREMENTS OF HEAVY, POWER-DRIVEN EQUIPMENT
METHODS AND MATERIALS USED IN GENERAL CONSTRUCTION AND MAINTENANCE WORK
PRINCIPLES AND TECHNIQUES OF FIELD MAINTENANCE ACTIVITIES
TRAFFIC LAWS, ORDINANCES, AND RULES INVOLVED IN HEAVY EQUIPMENT OPERATION
OCCUPATIONAL HAZARDS AND STANDARD SAFETY PRACTICES

PREFERRED SKILL/ABILITY

OPERATE HEAVY POWER-DRIVEN EQUIPMENT
PERFORM A VARIETY OF SKILLED CONSTRUCTION AND MAINTENANCE TASKS
READ AND INTERPRET MAPS, SKETCHES, DRAWINGS, SPECIFICATIONS AND TECHNICAL
MANUALS
PERFORM A VARIETY OF MANUAL TASKS FOR EXTENDED PERIODS IN UNFAVORABLE
WEATHER CONDITIONS
WORK INDEPENDENTLY IN THE ABSENCE OF SUPERVISION
UNDERSTAND AND FOLLOW ORAL AND WRITTEN INSTRUCTIONS
LEARN SOIL COMPOSTING TECHNIQUES
PREPARE WRITTEN REPORTS AND/OR FORMS
COMMUNICATE CLEARLY AND CONCISELY, BOTH ORALLY AND IN WRITING OR VIA RADIO
ESTABLISH AND MAINTAIN EFFECTIVE WORKING RELATIONSHIPS WITH THOSE
CONTACTED IN THE COURSE OF WORK
WORK FLEXIBLE HOURS, INCLUDING EVENINGS AND WEEKENDS AS REQUIRED

WORKING CONDITIONS

TRAVEL FROM SITE TO SITE; CONSTRUCTION SITE ENVIRONMENT; EXPOSURE TO
DUST, NOISE, TOXIC MATERIALS; WASTE AND INFECTIOUS MATERIALS; WORK IN
INCLEMENT WEATHER CONDITIONS

PHYSICAL REQUIREMENTS

MAINTAIN PHYSICAL CONDITION APPROPRIATE TO THE PERFORMANCE OF ASSIGNED
DUTIES AND RESPONSIBILITIES SUCH AS: HEAVY LIFTING AND CLIMBING;
OPERATING MOTORIZED EQUIPMENT AND VEHICLES; WORK IN CONFINED SPACES; WORK
AT HEIGHTS; WORK AROUND HEAVY CONSTRUCTION EQUIPMENT
MAINTAIN EFFECTIVE AUDIO/VISUAL DISCRIMINATION AND PERCEPTION TO THE
DEGREE NECESSARY FOR THE SUCCESSFUL PERFORMANCE OF ASSIGNED DUTIES