



THE COUNTY OF DE WITT
Cuero, Texas 77954

JOB DESCRIPTION

WORKING TITLE: EQUIPMENT OPERATOR

REPORTS TO: COUNTY COMMISSIONERS AND/OR FOREMAN

SUMMARY

Entry level position. Under the supervision of the County Commissioner and/or Precinct Foreman of applicable Precinct. This position performs tasks associated with road and bridge maintenance and construction, including the operation of construction and maintenance equipment. Duties also include a variety of maintenance activities including loading, hauling and performance of skilled truck and equipment inspection, maintenance and repair tasks. The employee is required to be on duty before, during and after natural disasters and emergencies, as directed by County Commissioner and/or Precinct Foreman. Some knowledge of methods, procedures, equipment and mechanical devices of the trade. Learns to operate and maintain rollers, rough loaders, and rough dozer; assists in the construction and repair of county roads, culverts and equipment. Performs various work with hand tools; and occasionally operates other light and heavy equipment.

ESSENTIAL DUTIES

- Operate, inspect and evaluate machinery, equipment and systems to include motor grader, dump truck, pickup trucks, patch trucks, rollers, sweepers, rough loaders and rough dozers for county road maintenance and construction projects as required.
- Must haul aggregates to job locations using single or tandem axle dump trucks.
- Loads truck; hauls dirt, gravel, caliche, water, garbage and/or other materials and equipment to designated areas; and unloads truck.
- Perform rough carpenter duties.
- Replace and repair signs and signposts, including welding and cutting signs and metals as needed.
- Perform work with hand tools, including digging trenches, filling excavations, mixing concrete, cutting down trees and brush and removing driftwood and debris from culverts.
- Performs routine maintenance support, including but not limited to check oil, water, fuel, tires, hydraulic systems, etc., and make appropriate adjustments to ensure certain vehicles are in proper operating condition prior to leaving for job site and activities to include roadway maintenance and construction work, drainage work, sign work, traffic control, etc.
- Occasionally operate other heavy and light equipment, including but not limited to rotary broom, patching machine, backhoe, tractor shredder, pneumatic roller, tractor mower, vibratory and steel wheel rollers.
- Assist in road base preparation and sub-grading tasks prior to paving.
- Assist with clearing of brush, traffic control, and cleaning of drainage ditches.
- Assist with patching, tamping, packing and leveling dirt, asphalt or other materials during pothole repair, reconstruction of road shoulders, and crack sealing.
- Duties may also include heavy shoveling and raking, reaching and overhead use of chainsaws.
- Perform other job related duties as assigned and directed by Commissioner and/or Foreman.

QUALIFICATION REQUIREMENTS

- High school diploma or GED required, or any equivalent combination of education and experience which provides the required knowledge, skills and abilities.

MINIMUM REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The qualifications listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to

enable individuals with disabilities to perform the essential functions. Any employee who drives a vehicle on official business must have a driving record which meets standards set the by County and the County's insurance carrier.

- A Texas Commercial Driver's License (TX CDL) is preferred.
- Load and transport equipment.
- Must be able to operate the following equipment: front end loader, backhoe, maintainers, tractor, shredder, pneumatic roller and sweeper.
- Must have the ability to work well with others and take orders.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write simple correspondence.
- Ability to effectively present information in one-on-one and small group situations to customers, clients and other employees of the organization.
- Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to safely operate equipment used and understanding of the provision of the Texas Motor Vehicle Code relating to such motorized equipment. Operate equipment used in road construction and maintenance; service and make minor repairs on equipment; apply safety standards to prevent hazards; understand and follow instructions; tolerate outside working conditions, including exposure to adverse weather conditions; work effectively and cooperatively with co-workers; and maintain Texas driver's license applicable to job responsibilities and good driving record. Prefer TX CDL.
- Ability to establish and maintain effective working relationships with other county employees, officials and the general public.

PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

- While performing the duties of this position the employee is frequently required to talk, hear, see, sit, stand, kneel, climb, balance, feel objects, tools, or controls, use fingers to handle and arms to reach.
- The employee must frequently bend, stoop, squat, lie down, crawl and walk.
- The employee must frequently lift and/or move objects weighing from 20 pounds up to 100 pounds, such as tools and equipment.
- The employee must be able to operate powerful equipment which also causes vibrations.
- Specific vision abilities required by this job include close vision, distance vision, peripheral vision, color vision, depth perception and ability to adjust focus.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.
- While performing the duties of this job, the employee occasionally works near moving mechanical parts, in outside weather conditions and is occasionally exposed to fumes and airborne particles.
- The noise level in the work environment is usually loud.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This job description does not list all responsibilities, skills or working conditions associated with position but rather those principal elements necessary for making a fair classification decision for the position.

ACKNOWLEDGMENT:

I have received a copy of the DeWitt County Equipment Operator Job Description. I have read, understand and agree to perform the said duties.

Employee Signature

Supervisor Signature

Printed Name

Printed Name

Date

Date