

## Equipment Operator

Job Code	Job Title	Pay Grade
3071N3	Equipment Operator	18
3072N3	Equipment Operator Senior	20
3073N3	Equipment Operator Specialist	22

### CONCEPT:

Operates equipment used for applying concrete, asphalt, or other materials to road beds, parking lots, or equipment used for tamping gravel, dirt, or other materials. Includes concrete and asphalt paving machine operators.

### TASKS:

#### EO

- Operates a self-propelled roller in compacting or resurfacing roads, and in compacting roadway base or surfacing material; operates an asphalt distributor on resurfacing projects.
- Operates a motor grader in grading and cleaning ditches, grading shoulders and slopes, and other rough grading.
- Clears snow and ice from roads and parking lots by using snow and ice control equipment; removes obstructions such as dead animals or accident debris.
- Assists co-workers in the operation of various pieces of construction or maintenance equipment in order to provide training in equipment operation.
- Participates in the erection and maintenance of snow fences, guardrails and signs.
- Operates various light and heavy duty trucks, backhoes, forklifts, tractors with blade attachments to maintain grounds and install utility lines.
- Performs routine preventive maintenance or minor repairs to mowers, tractors and other power equipment.
- Serves as a flag person to route traffic around work crews.
- Selects and loads materials and hand-held equipment onto trucks and performs minor maintenance and repair work on equipment, road and physical plants.
- Operates loaders, mowers and tractors in leveling and maintenance of landscapes; operates tools or equipment unique to a particular job, such as bridge repair, paint striping, or lawn and grounds maintenance
- Operates a pug mill or hot mix plant to make surface material.
- Writes reports of materials used and work accomplished by a small crew or by self.

#### EO Senior

- Operates or oversees the operation of a self-propelled roller in compacting or resurfacing roads, and in compacting roadway base or surfacing material; operates/oversees an asphalt distributor on resurfacing projects.
- Operates or oversees the operation of a motor grader in grading and cleaning ditches, grading shoulders and slopes, and other rough grading; operates a bull-dozer in clearing right-of-way, backfilling, and moving dirt.
- Directs employees in order to ensure job completion by coordinating routine tasks, equipment and materials, and by providing information concerning work methods and procedures.
- Performs most finished grading operations, including grading to prescribed elevations; operates bulldozers and other grading equipment; blade mixing of asphalt mixes and blade laying of asphalt mix on roadways.
- Operates hydraulic excavator, loader/backhoe, or crane in digging of ditches, cutting down slopes, repairing earth slides, and loading rock, gravel and other material on trucks; operates tools or equipment unique to a particular job, such as bridge repair or paint striping; paint machines, asphalt lay down machines, and other heavy construction and maintenance equipment.
- Trains co-workers in the operation of a wide range of construction or maintenance equipment.
- Provides input to supervisor on performance reviews of lower level operators.

- Operates, or assists in training other employees in the operation and maintenance of trucks, tractors/attachments, street sweepers, mowers, and related equipment in the performance of ground keeping duties.
- Assists mechanics in making repairs to equipment as well as minor running repairs and performs preventive maintenance and servicing work in connection with the operation of heavy equipment.
- Serves as tractor-trailer or truck-trailer operator in the transport of heavy equipment over the public roads; supervises and performs loading and unloading of heavy equipment.
- Serves as lead-worker in the activities of highway maintenance crews for road and bridge repairs, removal of accident debris and dead animals, and other assignments such as erection and maintenance of signs, snow fences and guardrails.
- Performs construction and maintenance on State Park, State Fishing Lake and Wildlife Areas statewide. Constructs boat ramps, roads, fishing piers, waterfowl marshes, dikes, levees, and other state owned and leased facilities.
- Performs maintenance on roads, piers, dikes and dams. Places rip rap on shorelines and piers. Maintains boat ramps and all other general maintenance on Department areas.

#### EO Specialist

- Leads a crew of maintenance workers and equipment operators, including lead workers, in field assignments, performing such work as repairing and resurfacing highways; mowing rights-of-way; litter and trash clean-up; snow and ice removal; erecting, removing and repairing snow fence, guardrails, and signs; seeding and sodding; painting traffic lines; cleaning and grading ditches and shoulders; repairing and cleaning drainage structures, and resurfacing and repairing bridge decks.
- Participates in the performance reviews of crew members.
- Prepares and maintains resource management system reports and records of material, equipment and personnel utilization, work plans and inventories for computer input in accordance with standards, in the absence of a supervisor.
- Inspects roads and related physical structures for problems in order to assist in the development of current data for priorities of work in an assigned region.
- Meets with property owners and motorists who have complaints or questions concerning road work; investigates and determines action to take on complaints from the public or in an unexpected situation.
- Directs, leads or performs finished grading operations; supervises or operates grading equipment; blade mixing of asphalt mixes and blade laying of asphalt mix on roadways.
- Directs co-workers in the operation of a wide range of construction or maintenance equipment in order to provide training. May serve as tractor-trailer or truck-trailer operator in the transport of heavy equipment over the public roads.
- Leads and assists in performing the loading and unloading of heavy equipment.
- Maintains and submits various records or reports relating to manpower, materials, and equipment resources.
- Leads the activities of highway maintenance crews for road and bridge repairs, winter storm operations, removal of accident debris and dead animals, and other assignments such as erection and maintenance of signs, snow fences and guardrails.

#### LEVELS OF WORK

- Class Group consists of three classes.

**Equipment Operator:** This is skilled and unskilled work in the operation of mechanical tools and light to heavy equipment used in maintenance and construction or on the grounds of state properties or facilities and routine maintenance of that equipment. Employees in this class may occasionally assist in the training of less skilled operators.

**Minimum Requirements:** Six months of experience in equipment operation and valid driver's license at time of appointment. Education may be substituted for experience as determined relevant by the agency. Some positions may require attainment of a commercial driver's license.

**Equipment Operator Senior:** This is highly skilled work in the operation and general maintenance of a wide variety of heavy equipment used in construction and maintenance work. May serve as a lead worker of a crew. Work involves responsibility for the safe and efficient operation of primarily the heaviest and largest types of construction and maintenance equipment used in a full range of construction and maintenance work. Employees have mastered a broad spectrum of activities and responsibilities in multiple major maintenance areas such as surface maintenance, roadside/right-of-way maintenance, snow and ice removal/treatment, safety policies and procedures, bridge maintenance, and pavement striping. This includes attaining basic leadership skills and a complete understanding of standards, guidelines, policies, and concepts.

**Minimum Requirements:** One year of experience in equipment operation that meets the needs of the agency and a valid driver's license at time of appointment. Education may be substituted for experience as determined relevant by the agency. Some positions may require attainment of a commercial driver's license.

**Equipment Operator Specialist:** This is advanced skilled work in the operation and general maintenance of heavy equipment used in construction and maintenance work and extensive lead work assisting supervisory/managerial staff in directing highway maintenance activities for a specific geographic region, or on other state properties or facilities. Work involves responsibility for the safe and efficient operation of heavy construction and maintenance equipment used in a full range of construction and maintenance work. Duties include serving as lead worker to lower level employees in equipment operation and related manual tasks. Incumbents must be capable of allocating the necessary resources in a timely fashion in accordance with the applicable rules and regulations in order to keep roads maintained and repaired. The safety of all employees and the public is a major consideration in all phases of the process, as well as maintaining good relations with the public

**Minimum Requirements:** One year of experience in equipment operation that meets the needs of the agency and a valid driver's license at time of appointment. Education may be substituted for experience as determined relevant by the agency. Some positions may require attainment of a commercial driver's license.

REF: 12/13

REV: 6/14

REV: 7/17