



Job Title: Equipment Operator
Department: Unit Road
Location: 1700 FM 2720
Lockhart, TX 78644

Salary: \$47,745.52
FLSA Status: Non-Exempt
Prepared by: Human Resources Dept.

*Applications will be accepted until the position is filled.

*Please return job application to Caldwell County Human Resources, 1st floor Caldwell County Courthouse, or you can email a PDF version to kristianna.ortiz@co.caldwell.tx.us. Address: 110 S. Main Street, Lockhart, TX, 78644 & Phone: 512-359-4662

SUPERVISION RECEIVED

Works under the general supervision of the Caldwell County Unit Road Administrator.

DUTIES OF THE POSITION INCLUDE THE FOLLOWING:

- Safely help and assist Environmental Task Force pick up and cleanup work from illegal dump sites.
- Safely performs all work zone traffic control duties including, but not limited to setting up barricades, traffic cones, and signs; and flagging traffic for stationary and moving work zones.
- Loads and unloads equipment, materials and supplies.
- Cleans and clears culverts, drainage ditches and other drainage structures and maintains vegetation using hand and power tools as necessary.
- Cuts, rakes and disposes of brush and debris using a variety of hand and power tools including but not limited to weed eaters, chain saws and chippers.
- Installs raised pavement markers, thermoplastic markings, and other types of traffic channelization devices.
- Performs concrete and asphalt pavement installation, repair, patching and cleaning using a jackhammer and other hand and power tools as necessary; may manually prepare sub grade for paving; may assist in installing concrete drain tile and culvert pipe.
- Performs routine preventative maintenance and cleaning of assigned equipment and tools; and completes service requests as needed.

Note: The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position and is assigned by the director.

MANDATORY QUALIFICATIONS:

EDUCATION and/or EXPERIENCE

High School Diploma or GED or any equivalent combination of training and or experience that provides the required knowledge and abilities.

CERTIFICATES, LICENSES, REGISTRATIONS

Possess and maintain a Class A Commercial Driver's License (CDL). Must be insurable by Caldwell County's Insurance Carrier in order to operate county vehicles.

OTHER SKILLS AND ABILITIES

Knowledge of:

- equipment, materials and tools used in routine road construction, maintenance and repair work.
- maintenance of assigned tools and equipment in a safe and clean operating condition.
- potential hazards associated with work.
- requirements and regulations pertaining to employee's CDL; and
- general safety rules and regulations, and safe working procedures.

ABILITY TO:

- operate assigned equipment safely and skillfully, in all types of weather and work situations.
- perform the physical duties of the work in all types of weather conditions.
- perform routine manual labor tasks including heavy lifting, carrying, pushing, and pulling.
- display good communication skills including the ability to understand and follow verbal and written direction and instructions.
- learn a variety of work skills associated with road maintenance and repair operations.
- safely and efficiently use a variety of hand and power tools.
- read, understand and follow safety rules and regulations and county policies and procedures.
- establish and maintain effective work relationships with co-workers and superiors.
- communicate courteously and professionally with the general public, superiors, and co-workers.

DESIRED MINIMUM QUALIFICATIONS:

LANGUAGE SKILLS

Read and comprehend simple instructions, short correspondence, and memos; able to write detailed correspondence; effectively present information in one-on-one and small group situations to elected officials, department heads, vendors, and senior managers and supervisors within the County.

MATHEMATICAL SKILLS

Add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals; able to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Apply common sense understanding to carry out detailed but uninvolved written or oral instructions; able to deal with problems involving a few concrete variables in complex situations.

PHYSICAL DEMANDS:

Physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of this job.

Stand/ work in confined spaces in contorted positions, while working for prolonged periods. While performing the duties of this job, the employee is regularly required to stand, walk; use hands to finger, handle, or feel; reach with hands and arms. The employee frequently is required to climb or balance; stoop, kneel, crouch, or crawl; talk or hear. The employee must regularly lift and/or move up to 80 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

This position has been identified with possible risk of exposure to blood borne pathogens and/or other various hazards that require immunization against such exposure.

The employee regularly works in outside weather conditions and in roadways. The employee regularly travels to various job sites and operates or works near moving mechanical parts and heavy equipment. The employee frequently works in the public right-of-way, streets, and roads in various traffic conditions. The employee is occasionally exposed to fumes, airborne particles, living or dead animals, sharp tools, insects, and toxic or caustic chemicals. The employee occasionally works in or near flooded areas. The noise level in the work environment is often loud.

All individuals operating commercial vehicle using a Commercial Driver's License (CDL) are required by the DOT to take pre-employment drug tests, random tests, post-accident tests immediately following accidents, reasonable suspicion, and fitness for duty testing; in accordance with County and DOT Alcohol and Drug testing policies.

NOTICE:

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by their supervisor.

All requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

Regular attendance is required in this job.

All employment with Caldwell County shall be considered “at will” employment. No contract of employment shall exist between any individual for any duration, either specified or unspecified.

I have reviewed this job description and find it to be an accurate description of the demands of the job.

Signature of Employee

Date

This signed original will be placed in employee’s Personnel File.