

## JOB DESCRIPTION

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**TITLE:** Temporary Part Time Equipment Operator/Snow Plow Operator

**DEPARTMENT:** Road & Bridge

**DATE:** December 8, 2016

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### **BASIC FUNCTION**

Operates medium to heavy equipment in performing semi-skilled and skilled work for the Boise County Road and Bridge Department.

### **MAJOR DUTIES** (illustrative only)

1. Completes road and bridge maintenance work by selecting appropriate equipment and finishing work as outlined.
2. Operates various semi-heavy and heavy-duty road and bridge maintenance equipment such as dump trucks, snow plows/sanding trucks, front end loaders, graders, backhoes, and tractor/trailer with lowboy to haul various equipment.
3. Performs maintenance activities such as patching, sealing, sweeping and snow and ice removal, ditch cleaning, emergency traffic control and installing and repairing guardrail, culverts and fences.
4. Performs daily equipment inspections and does preventive maintenance checks. Completes minor equipment maintenance and repairs to keep equipment in good working condition. Reports major maintenance needs in a timely manner to avoid costly repairs and down time.
5. Heavy lifting required when changing cutting edges, taking grader and truck chains on and off, and changing grader and truck tires.
6. Maintains proper signing in work areas to protect operators and assure public safety. Installs and monitors proper road & bridge signs and maintains them to designated county standards.
7. Safely transports equipment and materials.
8. Makes decisions on how to best accomplish each job and sets priority during daily maintenance work.
9. Monitors road conditions during adverse weather, especially during periods of heavy snowfall, rainstorms or severe winds and contacts immediate Supervisor to inform of unusual road conditions that may be hazardous or unsafe.
10. Required to work in all weather conditions, under hazardous conditions on obstructed roads, in considerable noise, around operating equipment, fumes, and with hazardous materials. Some projects require working with chemicals, toxic materials, and explosives. These positions involve strenuous physical work, mostly outdoors.
11. Must be prepared to work long hours, irregular schedules, holidays, and weekends
12. Takes immediate action during wildfires, floods, earthquakes or other natural disasters to protect the public and cooperates with agencies as necessary.
13. Performs all duties with due regard to personal safety of employees and public; insures that less skilled personnel comply with applicable safety and occupational health standards. Maintains good working relations and communication with employees, other county employees and the public. Establishes a public image that reflects favorable on county employees in use of county equipment, work ethics and public service attitudes.
14. Prepares in a accurate and detailed manner, all required paperwork to track road and equipment cost.
15. Completes other duties as assigned.

### **REPORTING RELATIONSHIPS**

Position reports to: Leadman, Superintendent

Subordinate Staff: None

### **QUALIFICATIONS**

**KNOWLEDGE:** Must know how to operate semi-heavy and heavy-duty road and bridge maintenance equipment under equitable working conditions. Must have a minimum of a current Idaho Class B CDL driver's license and Tanker Endorsement.

**SKILLS:** Ability to operate equipment used in county road and bridgework. Completes minor maintenance and be able to work alone and under severe weather conditions. Initiative is required in carrying out approved plans effectively and efficiently. Ability to communicate effectively, verbally and in writing; ability to establish and maintain effective working relationships with employees of the department.

**EXPERIENCE:** An equivalent combination of experience, education and training that provides the required knowledge, skills and abilities.

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These duties of work procedures describe the chief function of the job and are not to be considered descriptive of every duty of the job.