COUNTY OF LINCOLN
Job Description Form

Division/Department: Road

Job Title: Operator I

Reports to: Road Superintendent

Level/Grade: 15

Type of position:

- ✓ Full-time
- o Part-time
- o Temporary/Seasonal
- o Emergency Hire
- o Grant/Contract

Hours 40 **/Week**

- ✓ Classified
- o Unclassified

General Description:
Responsible for the operation and minor maintenance of all types of road construction and maintenance equipment. Operates equipment close to trees, rocks, ledges, dead and live gas and oil lines, and other obstructions. Must make necessary equipment adjustments, makes daily inspections of roads in assigned area and other heavily traveled routes on own initiative. Participates in emergency operations involving snow, mud or other inclement weather conditions work, as directed. Responsible for performing minor repairs, preventive maintenance and servicing to equipment. Operates rollers, brooms, mowers, water truck and dump truck; performs rough carpenter or laborer work in the installation or repair of fences, culverts, cattle guards, and road signs. Assists in concrete prep work, repairing paved roads with hot mix, resurfacing roads, chip sealing, weed mowing along roads and trimming trees along road ways. Performs miscellaneous duties in road yard and shop: cleaning, welding, helping mechanic, moving equipment and materials, unloading materials, culverts, base course, cattle guards, and cutting weeds. Employee must perform all duties with minimal supervision and perform other duties as assigned.

Education/Work Experience/Certification/Training Requirements/Abilities/Skills:

- High school diploma or GED certification, plus two years experience in road maintenance and construction. Two years experience in the operations of trucks and general labor activities.
- Valid New Mexico State Driver's License, must have Class A, CDL with endorsements N or X. Must have a good driving record to be insurable for liability purposes.
- Knowledge in the operation and minor maintenance of dump trucks, all light and medium construction equipment, general road maintenance and construction labor.
- Knowledge of safety procedures and ability to operate equipment in a safe manner. Knowledge of changing surface conditions due to weather conditions.
- Ability to read, write, and knowledge of basic arithmetic. Knowledge of and ability to follow Lincoln County rules and regulations pertaining to employee obligations, safety factors, and specific work site controls.

Work Conditions/Description of Tools, Equipment, Work Aids Used and Materials and/or Products Handled:

- Both indoors and outdoors. Most cabs are enclosed, and may or may not have heating and air conditioning units.
- Normally works 6:30 a.m. - 5:00 p.m. - Monday-Thursday.
- Equipment listed above, petroleum products, cutting edges for equipment, tire chains, construction signs, paint, water, weeds, salt, sand and canvas. Utilizes the shovel, rake, axe, pick, pitchfork, chain saw, digging bars, hand-held weed trimmer, sledgehammer, hand tools, tamper, jackhammer, auger, and cutting torch. Eye goggles, gloves, reflecting vests, cones, and flags are used as safety precautions.
- Work hazards, or potential work hazards include gas/electrical lines, and exposure of skin to gasses and fumes.
- May be required to work irregular hours, attend job related meetings, and out of town training and seminars.

Work Environment:

Primary Work Site: Inside (5%) Outside (95 %)
Temperature Factors: Depends on Weather Conditions
Noise Factors: (x) Sufficient noise levels which interrupts conversation (x) Intermittent - occasional
Vibrations: (x) Body strain from repeated motion or shock (x) Intermittent - minimal
Air Quality Factors: (x) Fumes (x) Dusts (x) Odors
Working Surface: (x) Even (x) Flat/Hard (x) Stairs (x) Ladders (x) Dry
(x) Wet (x) Natural Ground
Relationships with Co-workers: (x) Works alone with or without directions (x) Works with a group

Physical Requirements:

Mobility Factors/Primary Work Position: Walk & Stand (25%) Climb (10%) Crawl (5%)
Sit (50%) Crouch (5%) Kneel (5%)

Specific Movements: **Rate Occasionally - X** **Frequently - XX** **Constantly - XXX**

Trunk: (x) Bend(x) Twist/Rotate (x) Push/Pull, # of lbs 60 (x) Carry, # of lbs 80#
Arms: (x) Reach (x) With arms extended (x) With arms bent
(x) Carry, # of lb 60#, distance 30' (x) Twist/Rotate (x) Push/Pull, # of lbs 60#
(x) Lift from floor to waist, # of lbs 60# (x) Lift from waist to overhead, # of lbs 60#
(x) Lift horizontally, # of lbs 60# (x) Drag 60 # for 15'
Legs: (x) Lift, # of lbs 60# (x) Balance (x) Twist/Rotate (x) Foot Control
(x) Push/Pull, # of lbs 60# (x) Running
Hands: (x) Gross Dexterity (x) Finger Dexterity
(x) Speed required (x) Bilateral Coordination (x) Grasp/Manipulate
Eyes: (xx) Eye/Hand coordination

Comments on Physical Requirements:

- Must be able to coordinate use of hands, eyes, and fingers in using hand tools and machines, and in the operation of equipment.
- Must pass a conditional post-offer of employment Physical Examination and Drug Analysis Test.
- Subject to random drug and alcohol testing.

Approved by: Bill Cupit

Date Posted: November 2, 2015 **Date Hired:** _____

Employee Declaration:
I have read the above job description. I understand the demands and expectations of the position described and to the best of my knowledge, believe I can perform these duties.

Name: _____ **Date:** _____

Date Revised: 11-19-14 Commission Action