

POSITION DESCRIPTION

Title: Operator Technician I (~~BBE~~/Paving)

Department: Highway Department – Traffic Operations

Job Analysis: September 2017, September 2018, September 2022, **June 2025**

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included.

Relationships

Reports To: Designated Crew Chief, **Assistant Traffic Operations Manager**, Traffic Operations Manager, **Maintenance Manager**, Construction Manager, County Engineer

Subordinate Staff: None

Internal Contacts: Members of work group and Engineering

External Contacts: General Public

Status: Classified/Non-Exempt (308)

Job Summary

Operates various types of heavy/light equipment contributing to the operation of the Highway Department. Performs maintenance inspections on assigned equipment and may assist mechanic with repairs. Performs routine manual labor as required. Work also involves performing complex traffic control operations and assisting the sign, stripe and signal crews as needed.

Job Domains

A. Equipment Operation

1. Must be able to operate a minimum of three (3) pieces of the following equipment: dump truck, ~~tiller, bush hog, light tractor, or a box blade~~, roller, skid steer, power broom, asphalt paver, bucket truck with aerial lift, paint truck, mini-x or tack wagon.
~~2. May also operate the paint truck and bucket truck with aerial lift.~~
3. Required to wear uniforms as directed by the County Engineer.
4. Operate paving equipment as needed.

B. Equipment Maintenance

1. Prior to operating equipment, performs safety and maintenance inspection of assigned equipment.

2. While equipment is being operated, continuously monitors gauges and other indicators for non-standard conditions.
3. Notifies Supervisor/Assistant Supervisor of mechanical or safety problems. May assist mechanic with mechanical failure repairs.
4. Responsible for safe operation of equipment.

C. Manual Labor

1. Uses chain saw to cut trees from right-of-way in emergency situations.
2. Uses ax, bush ax, banjo blade to clear brush.
3. Patches holes for the Paved Road Maintenance Program.
4. Loads and unloads trucks of construction materials and supplies.
5. Shovels asphalt, cinder, rocks, soil and other materials.
6. Repairs bridges.
7. Installs traffic signs for public safety.
8. Performs related manual labor as required.
9. Directs traffic at jobsite.

Knowledge, Skills, and Abilities

1. Skills to communicate information to supervisors and co-workers.
2. Skills to complete routine forms and records.
3. Skills to understand operator manuals, directives, procedures, and instructions.
4. Knowledge of traffic regulations.
5. Defensive driving skills.
6. Knowledge of safety rules including accident causes and prevention.
7. Ability to work independently without close supervision.
8. Knowledge of County policies, procedures, and rules.
9. Ability to stand all day.
10. Ability to lift 50 pounds.
11. Knowledge of The Manual of Uniform Traffic Control Devices and how to apply the manual to real world applications.

Other Characteristics

1. Willing to work overtime and weekends in emergencies or when required.
2. Willing to respond to callouts when deemed necessary by the Supervisor.

Minimum Qualifications

1. Have a valid commercial driver's license (CDL Class B) or must obtain a class B CDL within the first 6-month probationary period and be insurable by the County's insurance standards.
2. Prefer one (1) year experience in operation of light equipment.

POSITION DESCRIPTION

Title: Operator Technician II (~~BBE~~/Paving)

Department: Highway Department – Traffic Operations

Job Analysis: September 2017, September 2018, September 2022, **June 2025**

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included.

Relationships

Reports To: Designated Crew Chief, **Assistant Traffic Operations Manager**, Traffic Operations Manager, **Maintenance Manager**, Construction Manager, County Engineer

Subordinate Staff: Crew assigned by Supervisor

Internal Contacts: Members of work group and Engineering

External Contacts: General Public

Status: Classified/Non-Exempt (309)

Job Summary

Operates various types of heavy/light equipment contributing to the operation of the Highway Department. Performs maintenance inspections on assigned equipment and may assist mechanic with repairs. Performs routine manual labor as required. Work also involves performing complex traffic control operations and assisting the sign, stripe and signal crews as needed.

Job Domains

A. Equipment Operation

1. Must be able to operate a minimum of ~~three~~ **five (5)** pieces of the following equipment: dump truck, ~~tiller, bush hog, light tractor, or a box blade~~, roller, skid steer, power broom, asphalt paver, bucket truck with aerial lift, paint truck, mini-x or tack wagon.
- ~~2. May also operate the paint truck and bucket truck with aerial lift.~~
3. Required to wear uniforms as directed by the County Engineer.
4. Operate paving equipment as needed.
5. May serve as crew leader.

B. Equipment Maintenance

1. Prior to operating equipment, performs safety and maintenance inspection of assigned equipment.
2. While equipment is being operated, continuously monitors gauges and other indicators for non-standard conditions.
3. Notifies Supervisor/Assistant Supervisor of mechanical or safety problems. May assist mechanic with mechanical failure repairs.
4. Responsible for safe operation of equipment.

C. Manual Labor

1. Uses chain saw to cut trees from right-of-way in emergency situations.
2. Uses ax, bush ax, banjo blade to clear brush.
3. Patches holes for the Paved Road Maintenance Program.
4. Loads and unloads trucks of construction materials and supplies.
5. Shovels asphalt, cinder, rocks, soil and other materials.
6. ~~Repairs bridges~~ Perform bridge cleaning including around guardrail on bridge approaches.
7. Installs traffic signs for public safety.
8. Performs related manual labor as required.
9. Directs traffic at jobsite.

Knowledge, Skills, and Abilities

1. Skills to communicate information to supervisors and co-workers.
2. Skills to complete routine forms and records.
3. Skills to understand operator manuals, directives, procedures and instructions.
4. Knowledge of traffic regulations.
5. Defensive driving skills.
6. Knowledge of safety rules including accident causes and prevention.
7. Ability to work independently without close supervision.
8. Knowledge of County policies, procedures, and rules.
9. Ability to stand all day.
10. Ability to lift 50 pounds.
11. Knowledge of The Manual of Uniform Traffic Control Devices and how to apply the manual to real world applications.

Other Characteristics

1. Willing to work overtime and weekends in emergencies or when required.
2. Willing to respond to callouts when deemed necessary by the Supervisor.
3. Willing to travel to pick up material out of area.

Minimum Qualifications

1. One (1) year experience in operation of light equipment.
2. Have a valid commercial driver's license (CDL Class B) and be insurable by the County's insurance standards.

POSITION DESCRIPTION

Title: Operator Technician III (~~BBE~~/Paving)

Department: Highway Department – Traffic Operations

Job Analysis: October 2017, September 2018, September 2022, **June 2025**

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included.

Relationships

Reports To: Designated Crew Chief, **Assistant Traffic Operations Manager**, Traffic Operations Manager, **Maintenance Manager**, Construction Manager, County Engineer

Subordinate Staff: Crew assigned by Supervisor

Internal Contacts: Members of work group and Engineering

External Contacts: General Public

Status: Classified/Non-Exempt (310)

Job Summary

Must be able to competently operate a minimum of eleven (11) pieces of the following equipment: dump truck, tractor, bush hog, tiller, ~~backhoe~~/excavator, motor grader, chip spreader, tractor trailer/low boy, ~~bulldozer~~, front end loader, roller, asphalt spreader, ~~seraper~~, **tack** distributor, paint truck, ~~gradeall~~, boom mower, **skid steer**, **power broom**, **bucket truck with aerial**, or other special skill.

Operates various types of heavy equipment or has demonstrated unique skills in the performance of complex and difficult construction and maintenance activities. Performs maintenance inspection on assigned equipment, notifies supervisor/crew leader of equipment failures and may assist with repairs. May assist with bridge maintenance. Occasionally performs routine manual labor. Assists in overseeing performance and training of equipment Operators I and II's in use of various road equipment. Must be able to work without close supervision and be able to serve as crew leader for operations as directed. Work also involves performing complex traffic control operations and assisting the sign, stripe and signal crews, as needed.

Job Domains

A. Equipment Operation

Minimum of three (3) years' experience in one or more of the following:

1. Performs complex and difficult operations using one or more of the following equipment:
 - a. ~~Operates a motor grader to perform the most difficult finishing and grading operations;~~
 - b. Performs the full range of operation with ~~bulldozer~~, front-end loader, ~~scraper~~, roller, tractor-trailer, power shovel, ~~backhoe~~, ~~crane~~, asphalt paver, ~~power broom~~, ~~paint truck~~, ~~skid steer~~ and other types of heavy equipment.
 - c. ~~Operates an excavator or gradeall in digging ditches, digging trenches and setting pipe, placing bridge timbers, demolition, and digging roots.~~
2. Loads and hauls various heavy equipment and machinery on low-boy truck and trailer.
3. May operate other equipment such as dump truck and light tractor.
4. Trains other employees on all types of heavy equipment with emphasis on difficult and/or complex operations to fully use equipment capabilities.
5. May supervise and direct the work of other personnel in complex ~~construction~~ asphalt and maintenance projects.
6. May advise foreman on capabilities and best utilization of various types of heavy equipment.
7. Operate paving equipment as needed.
8. Required to wear uniforms as directed by the County Engineer.
9. ~~Install raised pavement markers (RPM's) correctly as directed and properly clean the equipment after each use.~~

B. Equipment Maintenance

1. Prior to operation equipment, performs safety and maintenance inspection of assigned equipment.
2. While equipment is being operated, continuously monitors gauge and other indicators for non-standard conditions.
3. Performs light maintenance and servicing in connection with equipment operated.
4. Notifies supervisor/crew leader of mechanical or safety problems.
5. May assist mechanic or other repairmen with mechanical repairs.

C. Manual Labor

1. Uses chain saw to cut trees from right-of-way in emergency situations.
2. Uses ax, bush ax, banjo blade to clear brush.
3. Patches holes for the paved road.
4. Shovel asphalt.
5. ~~Repairs bridges.~~ Perform bridge cleaning including around guardrail on bridge approaches.
6. Performs related manual labor as required.
7. Install traffic signs for public safety.

Knowledge, Skills, and Abilities

1. Skills to communicate information to supervisors and co-workers.
2. Skills to complete routine forms and records.
3. Skills to understand operator manuals, directives, procedures and instructions.
4. Skills in basic math to use measuring instruments and to read equipment gauges.
5. Skills to follow instructions and counsel with crew members.
6. Substantial knowledge of practices applied in the use of a wide variety of heavy equipment for various maintenance and construction operations.
7. Very high skill level in the operation of equipment assigned to permit maximum utilization of equipment capability; skill in operation of a wide variety of heavy equipment.
8. Ability to instruct and direct other employees.
9. Knowledge of traffic regulations.
10. Defensive driving skills.
11. Knowledge of safety rules, including accident causes and prevention.
12. Must be able to stand all day.
13. Must be able to lift 50 lbs.
14. Knowledge of County policies, procedures, and rules.
15. Knowledge of *The Manual of Uniform Traffic Control Devices* and how to apply the manual to real work applications.

Other Characteristics

1. Willing to work overtime and weekends in emergencies or when required.
2. Considerable experience in operating heavy equipment or possess unique skills.
3. Willing to travel to pick up material out of area.
4. **Willing to respond to callouts when deemed necessary by the Supervisor.**

Minimum Qualifications

1. Have a valid commercial driver license (CDL Class A) and be insurable by the County's insurance standards.
2. Minimum of three (3) years' experience in complex and difficult operations in equipment operation.

POSITION DESCRIPTION

Title: Operator Technician IV (~~BBE~~/Paving)

Department: Highway Department – Traffic Operations

Job Analysis: September 2017, September 2018, **June 2025**

Note: Statements included in this description are intended to reflect in general the duties and responsibilities of this classification and are not to be interpreted as being all inclusive. The employee may be assigned other duties that are not specifically included.

Relationships

Reports To: Designated Crew Chief, **Assistant Traffic Operations Manager**, Traffic Operations Manager, **Maintenance Manager**, Construction Manager, County Engineer

Subordinate Staff: Crew assigned by Supervisor

Internal Contacts: Members of work group and Engineering

External Contacts: General Public, Emergency Responders, Other Government Employees

Status: Classified/Non-Exempt (311)

Job Summary

Must be able to competently operate a minimum of eleven (11) pieces of the following equipment: dump truck, tractor, bush hog, tiller, ~~backhoe~~/excavator, motor grader, chip spreader, tractor trailer/low boy, ~~bulldozer~~, front end loader, roller, asphalt spreader, ~~scraper~~, ~~tack~~ distributor, paint truck, ~~gradeall~~, boom mower, ~~skid steer~~, ~~power broom~~, ~~bucket truck with aerial~~, or other special skill.

Operates various types of heavy equipment or has demonstrated unique skills in the performance of complex and difficult construction and maintenance activities. Performs maintenance inspection on assigned equipment, notifies Supervisor/Assistant Supervisor of equipment failures and may assist with repairs. May assist with bridge maintenance. Occasionally performs routine manual labor. Assists in overseeing performance and training of equipment Operators I, II, and III in use of various road equipment. Must be able to work without close supervision and be able to serve as crew leader for operations as directed. Work also involves performing complex traffic control operations and assisting the sign, stripe and signal crews as needed.

Job Domains

A. Equipment ~~Operator~~ Operation

Minimum of four (4) years' experience in one or more of the following:

1. Performs complex and difficult operations using one or more of the following equipment:
 - a. ~~Operates a motor grader to perform the most difficult finishing and grading operations;~~
 - b. Performs the full range of operation with ~~bulldozer~~, front-end loader, ~~scraper~~, roller, tractor-trailer, power shovel, ~~backhoe~~, ~~crane~~, asphalt paver, ~~power broom~~, paint truck, skid steer and other types of heavy equipment.
 - c. ~~Operates an excavator or gradeall in digging ditches, digging trenches and setting pipe, placing bridge timbers, demolition, and digging roots.~~
2. Loads and hauls various heavy equipment and machinery on low-boy truck and trailer.
3. May operate other equipment such as dump truck, tractor, paint truck and bucket truck with aerial lift.
4. Trains other employees on all types of heavy equipment with emphasis on difficult and/or complex operations to fully use equipment capabilities.
5. May supervise and direct the work of other personnel in complex construction and maintenance projects.
6. May advise foreman on capabilities and best utilization of various types of heavy equipment.
7. Operate paving equipment as needed.
8. Install raised pavement markers (RPM's) correctly as directed and properly clean the equipment after each use.
9. Required to wear uniforms as directed by the County Engineer.

B. Equipment Maintenance

1. Prior to operation equipment, performs safety and maintenance inspection of assigned equipment.
2. While equipment is being operated, continuously monitors gauge and other indicators for non-standard conditions.
3. Performs light maintenance and servicing in connection with equipment operated.
4. Notifies Supervisor/Assistant Supervisor of mechanical or safety problems.
5. May assist mechanic or other repairmen with mechanical repairs.

C. Manual Labor

1. Uses chain saw to cut trees from right-of-way in emergency situations.
2. Uses ax, bush ax, banjo blade to clear brush.
3. Patches holes for the Paved Road
4. Shovel asphalt.
5. ~~Repairs bridges.~~ Perform bridge cleaning including around guardrail on bridge approaches.
6. Performs related manual labor as required.
7. Install traffic signs for public safety.

Knowledge, Skills, and Abilities

1. Skills to communicate information to supervisors and co-workers.
2. Skills to complete routine forms and records.
3. Skills to understand operator manuals, directives, procedures and instructions.
4. Skills in basic math to use measuring instruments and to read equipment gauges.
5. Skills to follow instructions and counsel with crew members.
6. Substantial knowledge of practices applied in the use of a wide variety of heavy equipment for various maintenance and construction operations.
7. Very high skill level in the operation of equipment assigned to permit maximum utilization of equipment capability; skill in operation of a wide variety of heavy equipment.
8. Ability to instruct and direct other employees.
9. Knowledge of traffic regulations.
10. Defensive driving skills.
11. Knowledge of safety rules, including accident causes and prevention.
12. Must be able to stand all day.
13. Must be able to lift 50 lbs.
14. Knowledge of county policies, procedures, and rules.
15. Knowledge of The Manual of Uniform Traffic Control Devices and how to apply the manual to real world applications.

Other Characteristics

1. Willing to work overtime and weekends in emergencies or when required.
2. **Considerable experience in operating heavy equipment or possess unique skills.**
3. Willing to travel to pick up material out of area.
4. Willing to respond to callouts when deemed necessary by the Supervisor.

Minimum Qualifications

1. Valid Commercial Driver's License (CDL – Class A) and be insurable by the County's insurance standards.
2. Considerable experience in operating heavy equipment or possess unique skills.