



City of Irving Job Description

Senior Heavy Equipment Operator

FLSA Status:	Non-Exempt	Job Department:	Multiple
Job Code:	O602	Reports To (Job Title):	Designated Supervisor or Section Chief

PURPOSE

To operate highly complex heavy vehicles and/or equipment in accordance with safety procedures to accomplish assigned tasks and to functionally supervise assigned employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.*

- Operate track dozer, track hoe, grandall, track loader, landfill compactor, scraper or articulated truck, water wagon, motor grader, street sweeper, sand spreader, jackhammer, scraper, chipper, and/or other similarly complex vehicles or equipment in accordance with safety procedures to accomplish assigned tasks.
- Instruct, guide, and monitor work of assigned employees including community service workers.
- Inspect equipment and vehicle, which includes maintaining proper fluid levels and performing minor repairs and preventative maintenance.
- Report damaged collection vehicles and equipment, accidents, and other road hazards and obstructions to supervisor.
- Communicate effectively on City radio.
- Maintain records of work performed.
- Maintain availability for on-call shift rotation.

If Assigned to Streets Division of Traffic & Transportation:

- Erect protective barriers for protection of worksite and workers.
- Assist other Departments when needed.
- Emergency response, hazardous situations; weather related; tornadoes, flooding, ice storms; mudslides; and other departments as needed (e.g., IPD, IFD, and Water Utilities).

OTHER DUTIES AND RESPONSIBILITIES

- Perform related duties as assigned.
- *If Assigned to Streets:* Clean inlets, concrete cuts, vacuum excess water and mud for Water Utilities as needed.

SUPERVISORY RESPONSIBILITIES

As Assigned, Functional and Technical Supervision - Regular responsibility for giving direction and guidance to employees as a lead worker, project manager or internal advisor. As an ongoing part of the position, the employee can expect to supervise approximately 1-3 employees.

FINANCIAL / BUDGETARY RESPONSIBILITY

None

QUALIFICATIONS:

The requirements listed below are representative of the knowledge, skill, and/or ability required.*

EDUCATION

- Equivalent to the completion of the 12th grade.

EXPERIENCE

- Minimum of two (2) years of related experience.

CERTIFICATES, LICENSES, REGISTRATIONS

If Assigned to Streets Division:

- Valid Texas Commercial Driver's License Class A
- Confined Space Training
- Excavation Training
- Smith Driving School or equivalent.
- Earth Moving Training
- Forklift Training
- Roadway Worker Protection Certification

KNOWLEDGE OF

- Maintenance Principles: Processes involved in upkeep of property and equipment to the optimum state of cleanliness, repair, and efficiency.
- Safety: Safe working practices, which, *if assigned to Streets Division*, includes Basic Traffic Safety Laws.
- Practices, Policies, and Laws: City and Departmental Policies, as well as pertinent Federal & State laws, Municipal Ordinances, Codes, Regulations, & policies.

If Assigned to Streets Division:

- Construction Principles: Materials, methods, and the appropriate tools to construct objects, structures, and buildings.
- English Language: the structure and content of the English language, including the meaning of words and grammar.

SKILLS AND ABILITIES IN

- Basic Math: Adding, subtracting, multiplying, and dividing quickly.
- Active Learning: Working with new material or information to grasp its implications.
- Active Listening: Listening to what others are saying and asking questions as appropriate.
- Cooperation: Establishing and maintaining positive working relationships with those contacted in the course of work.
- Mechanical/Technical: Safely operating diverse equipment including computers.
- Functional Supervision: Motivating, developing, and directing people as they work.
- Service Orientation: Actively looking for ways to help people.
- Problem Sensitivity: Telling when something is wrong or is likely to go wrong.
- Oral Expression: Communicating information and ideas in speaking so others will understand.
- Direction and Instructional Comprehension: Interpreting and carrying out a variety of instructions furnished in written, oral, diagram, or schedule form.
- Judgment & Decision-Making: Weighing the relative costs / benefits of a potential action.
- Self-Management: Working independently and without supervision.
- Sequencing: Correctly following a given rule or set of rules to arrange things or actions.

GUIDANCE RECEIVED

Detailed Instructions and Standardized Procedures

Follows standard procedures and/or detailed instructions that apply to each task or assignment; situations that cannot be handled under standard operating procedures are referred to a supervisor or more senior position.

CONTACTS

Interacts with others, generally to coordinate support with internal customers and assist with the immediate needs of the general public; business entities, vendors, contractors, primarily residents.

EQUIPMENT AND PROPERTY

This position may utilize sedans, pickups, heavy trucks up to 66,000 lb. GVW, track dozer, front-end loader, rear loader, bucket truck, road-blade, tool-carrier, excavator, articulating dump truck, boom-truck, roll-off truck, fuel truck, water wagon, landfill compactor, tub grinder, sweeper, and/or rubber tire loader. Also, it uses office equipment including personal computers, copiers, and/or fax machine.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.*

The employee constantly is required to drive and/or operate complex heavy vehicles, grasp, handle, feel, lift up to 25 lbs, listen, pull, push, reach, see, smell, and/or stoop. Frequently, s/he is required to balance, climb, kneel, lift up to 50 lbs, talk, and/or walk. Occasionally, s/he is required to crawl, run, sit, and/or stand. In rare instances, s/he must lift up to 100 lbs.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.*

The employee is exposed to extreme vibration, blood-borne pathogens, confining workspace, dirty environment, electrical hazards, extreme temperatures or weather conditions, air contamination, high and precarious work places, uneven ground, improper illumination, moving mechanical parts, noise, hazardous traffic conditions, and/or toxic or caustic materials. This job requires her/him to make decisions directly affecting the safety of others. The noise level in the work environment usually is loud.

* Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Note: A class specification is a general listing of duties, responsibilities, knowledge, skills, and abilities required of an incumbent assigned to a particular class of work. There may be one or multiple positions assigned to a single classification; therefore, the class specification lists those work attributes that are common to every incumbent in the class.