



City of Irving Job Description

Utility Heavy Equipment Operator

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| FLSA Status: | Non-Exempt | Job Department: | Water Utilities |
| Job Code: | O632 | Reports To (Job Title): | Utility Maintenance Supervisor |

PURPOSE

To operate a wide variety of heavy equipment and vehicles in accordance with safety procedures to accomplish assigned tasks for the Water Utilities Department.

ESSENTIAL DUTIES AND RESPONSIBILITIES

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

- Operate backhoe, front-end loader, skid steer, dump truck and/or other similarly complex vehicles or equipment in accordance with safety procedures to accomplish assigned tasks.
- Inspect equipment and vehicle, which includes maintaining proper fluid levels and performing minor repairs and preventative maintenance.
- Install protective barriers for protection of worksite and workers.
- Excavate around other utilities in accordance with Chapter 18 of the Texas Administrative Code while performing proper trench safety
- In the absence of the crew leader, lead a workgroup by providing guidance and expertise.
- Communicate effectively on City radio.
- Maintain records of work performed.
- Maintain availability for on-call shift rotation.
- Perform related duties as assigned.

OTHER DUTIES AND RESPONSIBILITIES

- May be required to operate the Graddall in the absence of the senior heavy equipment operator.

SUPERVISORY RESPONSIBILITIES

Supervisory responsibility is not a regular part of the position.

FINANCIAL / BUDGETARY RESPONSIBILITY

None

QUALIFICATIONS:

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

EDUCATION

- High School Diploma or GED to meet basic requirements established by the Texas Commission on Environmental Quality (TCEQ).

EXPERIENCE

- Minimum of one (1) year of related experience.

CERTIFICATES, LICENSES, REGISTRATIONS

- Valid Class “A” Commercial Texas driver’s license.
- Class II Wastewater Collections license and a “C” level Water Distribution license issued by the Texas Commission on Environmental Quality (TCEQ).

KNOWLEDGE OF

- Maintenance Principles: Processes involved in upkeep of property and equipment to the optimum state of cleanliness, repair, and efficiency.
- Construction Principles: Materials, methods, and the appropriate tools to construct objects, structures, and buildings.
- Safety: Excavation safety, traffic safety, confined space and hazardous materials safety.
- 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, or 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 while maintaining safe working practices required by Federal, State and local regulations.
- 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

Periodic Supervision and Range of Guidelines/Procedures

Follows periodic direct instructions and guidelines, policies and procedures that require some interpretation. Problems that cannot be addressed through an existing guideline, policy or procedure are referred to supervisor or more senior position. Position incumbent must exercise judgment about when to escalate issues.

CONTACTS

May have contact with city residents and other department staff.

EQUIPMENT AND PROPERTY

Uses a wide variety of heavy equipment and tools including the backhoe, front-end loader, mini-excavator and dump truck.

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 operate heavy equipment, drive a vehicle, grasp, handle, feel, lift up to 100 pounds, listen, pull, push, reach, see, sit, smell, and/or stoop. Frequently, s/he is required to balance, climb, kneel, talk, and/or walk. Occasionally, s/he is required to crawl, run, sit, and/or stand.

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, hazardous and dirty environment, electrical hazards, extreme temperatures or weather conditions, air contamination, high and precarious work places, improper illumination, moving mechanical parts, noise, hazardous traffic conditions, and/or toxic or caustic materials. This job requires the employee to make decisions directly affecting the safety of others. The noise level in the work environment is usually excessively 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.