



## **Heavy Equipment Operator I/Work Detail Sup (2431)**

**FLSA Status:** Non-Exempt (Hourly)

**Pay Grade:** 11

**Safety-Sensitive:** Yes

### **Purpose**

The purpose of this classification is to perform security and work functions associated with overseeing the safety and security of inmates assigned to work detail involving the operation of vehicles and other medium-sized equipment to complete tasks for various maintenance and/or construction projects; equipment in this classification may include tractor with harrow or mower, backhoe, and/or motor grader.

### **Primary Responsibility**

Provides excellent service, pursues continuous improvement and exceeds expectations.

### **Distinguishing Characteristics:**

This is the first level within a multiple level series and involves moderately simple and routine mechanisms. Incumbents in this classification are regularly assigned supervision of inmate workers and are responsible for their direction, productivity and safety.

### **Typical Duties**

Directs and oversees inmates on work detail assigned to heavy equipment operation: picks up inmates assigned to work detail; monitors activities and behavior of inmates on continual basis; maintains inmate discipline; enforces established correctional facility rules and regulations; conducts head counts of inmates; and searches inmates, vehicles and grounds to locate/remove contraband or weapons.

Supervises and trains inmates operating vehicles and other equipment with specialized functions that involve the operation of mechanisms to complete tasks for various maintenance and/or construction projects: assigns and reviews work; evaluates training needs and provides instruction; establishes and promotes worker morale and teamwork; monitors status of work in progress; inspects completed work; and returns inmates back to correctional facility upon completion of work detail.

Operates various equipment and vehicles to complete tasks related to the maintenance, upkeep, installation, and construction of County roads, grounds, rights-of-way, etc.; drives vehicles over public roads, work sites, rights-of-way, parks, public works facilities, and other County property; maneuvers in and around traffic, parked cars, equipment, utilities, and other obstacles; obeys all traffic laws and safety guidelines; and monitors immediate environment and work area to ensure the safety of operator, other workers, equipment and the public.

Operates tractors and tractor-mounted mowing equipment to mow and maintain rights-of-way, parks, and other County property, including operation of side-arm, bush hogs, and rear-mounted mowers, but not exclusively small riding mowers; scouts path for and removes rocks, debris, and other obstacles that may cause damage to the equipment, property, or the public; and determines proper settings and adjusts mowing/raking equipment for desired height and trajectory.

Operates backhoe to perform basic digging, trenching, and clearing of land or materials for maintenance and construction projects: and controls placement of equipment and determines optimum approach to each digging scenario in order to minimize destruction of property and avoid public utility lines.

Operates motor-grader to set gradients for routine road construction and maintenance projects: determines appropriate settings and adjusts blades for height, angle, and pitch to achieve desired outcome; and operates mechanisms to establish rough grades or to smooth and compact surfaces in preparation for pavement, construction, or other work.

Drives dump trucks or brush trucks in order to transport and haul materials between original and final destinations for use in maintenance and construction projects: positions vehicle to allow for the most efficient and effective loading or dumping of materials; secures all doors, gates, and fasteners to prevent spillage or loss of load; operates dumping mechanism to dump materials at appropriate locations; and operates truck and dumping mechanism simultaneously to spread materials along prescribed path to required specifications.

Inspects and prepares equipment for safe and proper operation prior to beginning work for the day; performs light maintenance on equipment, which includes changing oil, refueling, and refilling lubricants; cleans vehicles, beds, and mounted equipment upon completion of assignments; and secures vehicle after use.

Performs manual labor in support of construction, maintenance, and upkeep projects: lifts, moves, loads, and unloads materials, equipment, tools, and supplies; digs ditches, trenches, and holes manually or utilizing power equipment; shovels, rakes, spreads, compacts, and levels dirt, rock, asphalt, cement, and other materials; retrieves supplies, materials, tools, equipment and other items and runs various errands as needed; collects and transports materials, supplies, tools, and equipment to and from the worksite; and removes litter, debris, and deceased animals from roadways and other County property.

Utilizes safety equipment and wears protective gear: monitors work environment to ensure safety of employees and other individuals; monitors traffic conditions surrounding trucks/equipment to identify obstructions, pedestrians, or unsafe traffic conditions; flags and directs traffic and places markers, signs and cones around project/work site to ensure safety of crew and the traveling public; and reports any incidents, accidents, problems, or unusual situations.

Performs other related duties as required.

### **Minimum Qualifications**

High school diploma or GED required; supplemented by two years of experience in equipment operations; experience in heavy equipment operations preferred; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

**Specific License or Certification Required:** Must possess and maintain a valid Georgia commercial driver's license (CDL), including appropriate endorsements.

### **Performance Aptitudes**

**Data Utilization:** Requires the ability to determine, calculate, tabulate, or summarize data/information, following a prescribed plan requiring the exercise of some judgment. Includes performing subsequent actions in relation to these computational operations.

**Human Interaction:** Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

**Equipment, Machinery, Tools, and Materials Utilization:** Requires the ability to operate, maneuver, and/or control the actions of equipment, machinery, tools and/or materials requiring complex and/or rapid adjustments.

**Verbal Aptitude:** Requires the ability to utilize a wide variety of reference and descriptive data and information.

**Mathematical Aptitude:** Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

**Functional Reasoning:** Requires the ability to carry out instructions furnished in written, oral, or diagrammatic form. Involves semi-routine standardized work with some latitude for independent judgement concerning choices of action.

**Situational Reasoning:** Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

### **ADA Compliance**

*In compliance with the Americans with Disabilities Act (ADA), the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.*

**Physical Ability:** Tasks require the regular and sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that generally involves lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

**Sensory Requirements:** Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

**Environmental Factors:** Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, smoke, temperature and noise extremes, animal attacks, hazardous materials, heights, machinery, vibrations, electric currents, bright/dim lights, toxic agents, or rude/irate customers.

*DISCLAIMER: This job description is not an employment agreement or contract. Management has the exclusive right to make changes at any time without notice.*

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