

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS

**Does not Discriminate on the Basis of Race, Color, National Origin, Sex, Religion, Age,
or Disability in Employment or the Provision of Services.**

*We are proud to be a drug free workplace. Screening tests for illegal drug use may be required as a condition of
employment.*

Date:	2/22/2018	Department:	Road & Bridge
Title/(Status)/Job Code:	Equipment Operator I Dump Truck (0912) *2 positions*	Reports To:	Road Supervisor
Pay Grade/Salary Range:	PG - 103 \$22,488.97 - \$34,857.90	Closing Date:	Until Filled

Completed applications for employment with Highlands County may be submitted in one of two ways: 1) a printed job application submitted to our Human Resources department located at 600 S. Commerce Ave, Room B233, Sebring, FL 33870 (either in person or by mail; or 2) fax a printed application to 863-402-6508. Any qualified employee of the Board (see job description below for MINIMUM QUALIFICATIONS) may request consideration for this position by submitting to Human Resources an approved Bid form. Employee bids and applications for this position may not be received after five o'clock (5) p.m. on the closing date stated above without the specific permission of Human Resources.

GENERAL DESCRIPTION:

A semi-skilled position responsible for the operation of public works automotive and construction equipment. Other duties include performance of manual laboring tasks.

ESSENTIAL JOB FUNCTIONS:

The following statements describe the principal functions of the job and its scope of responsibility but should not be considered an all-inclusive list of work requirements. Individuals may perform other duties as assigned.

- Operates and maintain public works equipment such as an asphalt distributor truck, 10- wheel dump truck, mini-wheeler dump truck, Broom tractor, etc. Occasionally operates gasoline or other powered machinery such as cement-mixers, air hammers, compressors, pumping machinery and saws.
- Washes, cleans and provides routine first echelon maintenance for the equipment.
- Performs manual laboring tasks as assigned. May be required to operate heavier equipment on a temporary, emergency or trainee basis.
- Responds productively to change and performs all other related tasks as required and as directed. These tasks include, but are not limited to, asphalt paving, drainage installation, maintenance of traffic functions and various other right of way functions.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of the operation, maintenance and use of public works equipment.
- Knowledge of basic maintenance of traffic procedures.
- Knowledge of traffic regulations governing the use of equipment.
- Knowledge of the occupational hazards involved.
- Skill in the operation of construction equipment at a entry level.
- Ability to understand and follow oral and written instructions.

PHYSICAL SKILLS:

The individual in this position must be able to remain in a stationary position for 10% of the time. Frequently operates various types of equipment to include, but not limited to hand and power tools. Frequently ascends/descends stairs, ladders and scaffolding. The person in this position frequently communicates with the public, vendors and co-workers. Must be able to exchange accurate information in these situations. Frequently moves materials and office equipment weighing up to 40 lbs. Frequently works in outdoor weather conditions. May be required to work in inclement outdoor weather conditions for up to (4) four hours. Frequently operates motor vehicle or heavy equipment for up to (4) hours; of which (4) hours may be continuous. Must be able to frequently position self to work under or around various items to perform maintenance tasks. Constantly inspects and assesses equipment, buildings and materials to complete daily tasks. Individual in this position must be able to use both near and far vision. Must be able to walk over uneven or soft surfaces.

MINIMUM QUALIFICATIONS:**EDUCATION AND EXPERIENCE:**

Graduation from an accredited high school or possession of an acceptable equivalency diploma preferred. One year of experience in the operation and routine maintenance of construction equipment.

LICENSES, CERTIFICATIONS, OR REGISTRATIONS:

Must possess a valid Florida Commercial Driving License, Class B or higher.