

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:	7/12/2017	Department:	Road & Bridge
Title/(Status)/Job Code:	Finish Equipment Operator Grader - 0915	Reports To:	Unit Supervisor
Pay Grade/Salary Range:	PG-110 \$36,112.37 - \$55,974.17	Closing Date:	9/1/2017 with anticipated hire of October 2017

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 highly skilled position responsible for the operation of heavy public works finish construction equipment.

ESSENTIAL JOB FUNCTIONS:

- Operates a Motor Grader, Paving Machine or Gradall in finish grading capacity. Blades and smooth's roads. Cuts slopes and new grades in fine measurements and specifications.
- Fills holes and repairs road shoulders. Does ditching and other construction with graders, draglines, Gradall excavators and similar heavy equipment. Operates other equipment as needed.
- Performs mechanical and light maintenance work on equipment as needed.
- Acts as crew leader on certain jobs. Performs manual laboring tasks as needed.
- Responds productively to change and performs all other related tasks as required and as directed.

This is a **DISASTER ESSENTIAL** position.

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job related marginal duties as required.)

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of the operation of finish equipment. Knowledge of traffic and highway safety rules and regulations.
- Knowledge of precautionary measures necessary to avoid accidents.
- Knowledge of hazards involved in the use of heavy equipment.
- Ability to understand, follow and issue oral and written instructions.
- Skill in the operation of a finish grader, excavator, dragline and other similar heavy equipment.

ESSENTIAL PHYSICAL SKILLS:

- Use of both hands and feet with dexterity.
- Ability to climb onto machine.
- Continuous use of both near and far vision.
- Ability to operate machines or vehicles for up to four hours continuously.
- Ability to see and hear oncoming traffic and vehicle warnings.
- Ability to reach, bends, stoop and lift up to 40 lbs. occasionally.
- Ability to stand and walk including over soft or uneven surfaces.

ENVIRONMENTAL CONDITIONS:

Continuous outdoor work in a dusty environment. Work in adverse weather conditions. Continuous exposure to moderately high noise levels. Close proximity to and operation of heavy equipment that has hazardous potential.

MINIMUM QUALIFICATIONS:

1. **EDUCATION AND EXPERIENCE:** Graduation from an accredited high school or possession of an acceptable equivalency diploma and a minimum of four years' experience in the operation of heavy construction equipment, in a finish grading capacity; or a minimum of eight years' experience in the operation of heavy construction equipment in a finish grading capacity.
2. **LICENSES, CERTIFICATIONS, OR REGISTRATIONS:** Must possess a valid Florida Commercial Driver's License, Class B, while employed.