



Town of Oro Valley Classification Description

Title: **HEAVY EQUIPMENT OPERATOR II**

Job Code: 3360

FLSA Status: Non-Exempt

Department: Public Works

Salary Grade: 108

POSITION SUMMARY:

Under general supervision incumbents operate light- and heavy-duty construction and maintenance equipment in the maintenance, repair, and alteration of Town streets, drainage, sidewalks, curbs, gutters, and other facilities. Incumbents also perform semi-skilled and unskilled manual labor, and other projects as assigned. Remove debris, weeds and brush, and provides emergency service.

ESSENTIAL JOB FUNCTIONS:

The duties listed below are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the Town as the needs of the Town and requirements of the job change.

- A. Performs a variety of specialized maintenance work in assigned area of responsibility.
- B. Performs a variety of manual labor related to maintenance, construction, clean up, public works, and/or other related areas; uses a variety of hand and power tools to perform duties.
- C. Cleans and clears ditches, culverts, storm drains, and waterways of brush, trash, etc.
- D. Performs work involving shoveling, mowing, trimming, raking, pruning, digging, and/or other related activities.
- E. Cleans and prepares streets for maintenance and repair including sweeping, crack-sealing, and filling potholes with cold patch or hot mix material on Town roads.
- F. Repairs and finishes concrete.
- G. Monitors inventory and supply levels; recommends replenishment of materials.
- H. Operates a variety of trucks including light- and heavy-duty equipment in the construction, maintenance, and operation of all Town improvements, facilities, and other projects.
- I. Operates construction equipment, including street sweepers, front loaders, and various trucks and backhoes for the Public Works Department and/or other Town departments.
- J. Checks oil, lubricants, water levels, tires, batteries, and other related equipment prior to each use.
- K. Completes a variety of logs, documents, and/or simple reports regarding quantity of materials handled, equipment operations, miles driven, fuel and oil used, and/or other related information.

- L. Reads and interprets documents such as safety rules and operating and maintenance instructions.
- M. Completes forms, work orders, timecards, and other in-house procedural and administrative documentation.
- N. Communicates and uses interpersonal skills to interact with coworkers, supervisor, the general public, etc., to sufficiently exchange or convey information and to receive work direction.
- O. Maintains regular and reliable attendance.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of Town, state and federal statutes, ordinances, codes, rules and regulations governing construction, heavy equipment operation and street maintenance.
- Knowledge of occupational and work zone hazards and safety practices.
- Knowledge of proper operation, care and maintenance of heavy equipment.
- Knowledge of street/highway maintenance, repair and construction work zone practices.
- Skill in operating and performing preventative maintenance for construction equipment.
- Skill in safe operation of heavy equipment, vehicles, power tools and hand tools.
- Skill using a variety of hand tools such as shovels, rakes, hammers, pneumatic tools, weed trimmers, and mowers.
- Skill in operation and maintenance of a variety of equipment such as: loaders, backhoes, dump trucks, water trucks as well as miscellaneous types of equipment.
- Ability to establish and maintain safe working conditions.
- Ability to complete work orders according to guidelines and instructions.
- Ability to follow verbal and written instructions.

MINIMUM QUALIFICATIONS:

- Two years' experience in the operation of various construction equipment including but not limited to: front end loader, backhoe, rubber tire roller, steel drum rollers, and kick broom sweeper.
- High school diploma or GED; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job. Additional education cannot be substituted for experience.
- Must have at the time of hire and be able to maintain a valid Arizona Commercial Driver License (CDL), Class B or higher with air brake and tanker endorsements with no restrictions AND (if applicable) obtain an Arizona Class A Commercial Driver License (CDL) *within 18 months of hire date*.
- A successful incumbent must be able to pass an Arizona Department of Corrections (ADC) background check in order to be engaged in the act of supervising and coordinating the daily work of assigned ADC inmates, successful candidate will then be eligible for Special Assignment Pay as defined by the Town of Oro Valley standard operation procedure.

ENVIRONMENTAL FACTORS and WORKING CONDITIONS:

- Work is performed primarily in an outdoor environment.

SPECIAL REQUIREMENTS:

- This is a safety-sensitive position that requires candidates successfully pass a pre-employment DOT drug screen prior to start date. This position is subject to Department of Transportation (DOT) Federal Motor Carrier Safety Administration (FMCSA) drug and alcohol screening as outlined in 49 CFR Part 382. ***Must possess a valid Arizona Commercial Driver License (CDL), Class B or higher at time of hire. Must possess and maintain a valid DOT Medical Certification Card at time of hire.***