



CLASS SPECIFICATION FOR:

Road Maintenance Heavy Equipment Specialist II

General Statement of Duties:

Operates multiple types of heavy equipment demonstrating a skill and precision in maneuvering and manipulative ability; performs a wide variety of tasks for the construction, grading, paving, repair and maintenance of County-owned roadways and right-of-ways and in various, including in extreme, weather and traffic conditions; does related work as required.

Distinguishing Features of Class:

Primary responsibilities include skilled operation of multiple types of heavy equipment with demonstrated skill and precision in maneuvering and manipulative ability to assist/support work crews engaged in a variety of tasks pertaining to the construction, grading, paving, repair and maintenance of County-owned roadways and right-of-ways; leads small work crews as assigned; and assists with recordkeeping and may create and/or maintain required records and documentation as assigned. Work is performed under the general supervision. Works independently and as part of team.

Examples of Assigned Duties (*illustrative of the types and scope of duties and responsibilities assigned to positions in this class*):

- Safely operates a greater number and variety of County commercial and non-commercial vehicles and heavy equipment with complex controls, demonstrating skill and precision in maneuvering and manipulative ability in all types of traffic and weather conditions as assigned;
- Performs a wide variety of construction, grading, paving, repair and maintenance, equipment operation, and other duties, including working in confined spaces and under adverse weather and traffic conditions, as needed to ensure efficient operations of the Division;
- Performs a wide variety of manual labor tasks, picks up litter & debris, cleans gutters, culverts, and other drainage structures, shovels & rakes stone, dirt, asphalt, snow, concrete, leaves, and clears brush as needed, including under adverse weather and traffic conditions;
- Performs heavy lifting, loading, pushing, reaching, stooping, and climbing or other manual labor tasks while working under adverse temperatures and weather conditions as needed;
- Effectively leads a small work crew performing a wide variety of day-to-day duties and tasks pertaining to constructing, patching and maintaining hard-surface roads, grading and graveling roads, installing driveway drain pipes, cleaning right-of-way ditches and streets, mowing grass and other tasks involving manual labor operations as assigned;
- Assists with recordkeeping and may create and/or maintain records as assigned;
- Shares information with others;
- Services and makes minor mechanical repairs and adjustments to equipment as needed to ensure safe operation and condition of equipment as well as its readiness for use;
- Services and makes repairs on simple irrigation systems, storm drains and inlets.
- Performs traffic control duties as needed which may include setting up traffic detours, signs, cones and flagging traffic within right-of-way;
- Performs snow removal while operating dump trucks safely on icy and snow covered roads; performs related snow removal assignments as needed.
- Assists with and participates in the department's response to all types of emergencies, including inclement weather, and performs related manual assignments as needed;
- Operates dump truck safely during all types of emergencies and weather conditions as assigned;
- Utilizes required personal protection equipment (PPE) and other required safety equipment and measures at all times;
- Participates in all scheduled meetings and trainings;
- Develops and maintains a sound up-to-date working knowledge and understanding of the Division's operations and department-specific equipment utilized in road construction and maintenance;
- Maintains a Class A CDL driver's license with any endorsements necessary to drive, operate and tow County vehicles and equipment necessary for and incidental to the construction and maintenance of roads and adjacent areas Countywide;
- Maintains current valid certifications as required to perform assigned duties;
- Performs other duties as assigned.



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Required Knowledge, Skills and Abilities:

Sound working knowledge of the Division's operations and equipment; ability to safely operate, maneuver and manipulate automotive and heavy motorized equipment with constant attention to safety of operation in order to prevent accidents; sound working knowledge of motorized equipment and equipment specific to road construction and maintenance; sound working knowledge of a wide variety of methods, equipment and materials used in road and drainage maintenance; sound working knowledge of the hazards in laboring work and of necessary safety precautions; ability to safely and efficiently operate common hand and power tools and other tools specific to assigned tasks; sound working knowledge of general maintenance and repair of motor equipment with demonstrated ability to safely and appropriately repair and maintain heavy equipment; physical condition that will permit heavy lifting, loading, pushing, reaching, stooping, and climbing while working under adverse temperatures and weather conditions; ability to work in confined spaces; sound working knowledge of traffic rules, traffic management rules, safety rules and regulations and accident-prevention practices; ability to work from plans and specifications and to follow rough sketches and oral instructions; ability to read and accurately comprehend, interpret, apply and communicate technical information accurately; ability to work under and fully understand and communicate detailed and complex instructions from the immediate supervision of a supervisor or who issues oral and written work assignments; sound problem solving skills with the demonstrated ability to appropriately resolve a issues, seek approvals appropriately, and keep supervisor appropriately informed or involved; ability to effectively lead the activities of assigned work crews safely and efficiently, and to foster and maintain high morale and engagement; ability to assign and oversee the work of small work groups of unskilled and semi-skilled road maintenance specialists engaged primarily in equipment operations, manual labor and maintenance duties; ability to work independently and with a team to complete assigned tasks safely and on time; ability to collaborate effectively with all levels of department staff; personal accountability including teamwork and establishing and maintaining positive working relationships with all levels of department staff; good communication and good interpersonal skills with the ability to express ideas clearly and concisely, orally and in writing; basic computer skills with ability to create and maintain time and work records as assigned in systems used by the Department and the County; excellent customer service skills, tact, and courtesy with the ability to positively and appropriately represent the County in all interactions with the public. Requires a safe driving record with the ability to safely operate County-owned vehicles and equipment. Requires ability to work a flexible schedule that may occur any day of the week, including weekends, and during various day and evening hours as needed.

Minimum Education and Experience:

Education: Completion of grade school required, completion of high school preferred;

Experience: Two (2) years of relevant work experience;

OR: Any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Additional Requirements:

NOTE: Effective 4/1/2009 County Ordinance 1128 requires a criminal history record check and fingerprinting of all employees in authorized and hourly safety sensitive positions.

NOTE: All employees are required to successfully complete National Incident Management System (NIMS) Incident Command System (ICS) 700 (Introduction) training. Successful completion of additional NIMS ICS training courses may be required based on the job classification, level of responsibility, and department. Please refer to Fire's Intranet site for a list of NIMS ICS requirements by job classification.

- Requires a valid driver's license with a safe driving record.
- Requires a valid Class A CDL with tank endorsement N and without restrictions.
- Requires a valid VDOT flagging certification.
- Requires a valid confined space (may be obtained through County training).
- Requires a valid forklift operator's certification (may be obtained through County training).