



CLASS SPECIFICATION FOR:

**Utility Heavy Equipment Specialist II**

**General Statement of Duties:**

Safely and proficiently operates multiple types of vehicles and equipment requiring a CDL and a wider variety of tools to perform a wide variety of duties and maneuvering; serves as part of work crew in an assigned division in the Department of Public Utilities; works in extreme weather and traffic conditions and in confined spaces as needed; does related work as required.

**Distinguishing Features of Class:**

As a member of an assigned work crew in an assigned division, primary tasks duties and responsibilities (TDR) include proficiently operating multiple types of equipment, controls and vehicles and performing a wider variety of assigned tasks pertaining to two or more divisions' operational areas: curbside refuse collections, water and sewer line maintenance and repair, hauled waste, public use areas, transfer stations, closed landfills and recycling centers. Assigned TDR include safely performing a wider variety of tasks requiring a higher degree of proficiency; safely operating a wider variety of controls, equipment and tools; assisting with spill control and cleanup; assisting with cleanups including inclement weather and emergency cleanups; preparing and maintaining various types of records (paper and electronic); assisting with flagging duties; maintaining worksites, vehicles and equipment in safe, orderly and clean condition. Assigned duties are performed under general supervision of a crew leader or designated supervisor.

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

Proficiently performs all the tasks, duties and responsibilities required of a Utility Heavy Equipment Specialist I and II plus:

- Operates trucks and vehicles requiring a commercial driver's license (CDL) to perform assigned job duties, transport materials and/or supplies and to tow a trailer and/or equipment to jobsites throughout the County with constant attention to safety;
- Safely operates, adjusts/tunes, cleans and performs minor repairs, routine and preventive maintenance to gas-powered, electrical, pneumatic, or hydraulic controls and equipment used in assigned day-to-day job duties under all types of conditions;
- Consistently demonstrates a high degree of proficiency and skills in the operation, maneuvering and manipulation of vehicles and equipment to, from and on the job site, typically assigned duties are more complex with a greater consequence of error in the form of mistakes and damage to property and equipment and the public's safety;
- Proactively recognizes potential issues on worksite and with equipment, and proposes viable solutions for approval, includes implementing (or assisting with the implementation of) approved solutions as assigned;
- Shares accurate information with others, which includes training others as needed, keeps and maintains accurate records;
- Cross-trains with at least one additional operational division's area & provides support to that operational area as needed;
- Performs a variety of traffic control duties as needed, includes setting up traffic detours, signs, cones and flagging traffic;
- Safely enters, exits and works in confined spaces using all safety equipment required for job duties and worksite conditions;
- Participates in cleanup activities and the department's response to all types of emergencies, including inclement weather;
- Cleans and maintains vehicles, equipment and tools used in assigned job duties and proactively identifies and reports to the supervisor the need for service, repairs or other types of maintenance work;
- Accurately and appropriately resolves routine and moderately complex questions and issues experienced on worksites and while performing job duties as encountered with minimal guidance from supervisor or more senior department personnel, and keeps supervisor appropriately informed;
- Observes all safety protocols and utilizes all required personal protection equipment (PPE) and other required safety equipment/measures at all times;
- Maintains an advanced up-to-date working knowledge and understanding of the Division's operations and division-specific equipment and materials utilized in the assigned division's day-to-day operations;
- Actively participates in all scheduled meetings and trainings;
- Works a flexible schedule, overtime or on-call rotation as needed or assigned;
- Performs other duties as assigned.

If assigned to Curbside Refuse Collection

- Safely operates rear-loader, side-loader and roll-off refuse collection trucks requiring a CDL and all equipment controls used in the day-to-day collection of refuse on assigned routes;
- May be assigned to safely operate an automated refuse truck utilizing one driving side under appropriate driving/collection conditions on non-complex routes requiring minimal maneuvering in varying types traffic conditions and requiring minimal turnarounds.

If assigned Operations – Water and Sewer Lines

- Assists with the maintenance and repair of water mains, service lines, sewer mains, sewer service laterals and manholes by safely operating multiple types of vehicles and equipment and controls as well as a wider variety of hand, power, pneumatic, hydraulic, gas and electric tools and equipment to perform more complex tasks requiring higher degree of accuracy and proficiency;
- Accurately locates, identifies and marks utility lines on worksites and in work areas according to the Virginia 811 color-coding rules and regulations as defined in the current Code of Virginia – the Underground Utility Damage Prevention Act;



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- Makes water and sewer taps and connections by hand or using the necessary tools and machinery;
- Safely operates a wider variety of equipment including track backhoe/loader, utility locating equipment, various types of pumps, grader, various types of grinders, cutters and saws, metal detector, rollers, jet truck and vacuum, etc.

If assigned to Water Reclamation Facility (WRF) – Hauled Waste

- Safely applies, tracks and reports chemicals and materials applied to biosolids during the staging and storage of onsite biosolids;
- Safely operates a wider variety of equipment including track backhoe/loader, various types of pumps, grader, etc.

If assigned to Public Use Areas, Transfer Stations, Closed Landfills and Recycling Centers

- Assigned to a primary location and may be assigned to work at any of the County public use areas, transfer stations, closed landfills, and recycling centers as needed;
- Maintains the required knowledge and skills necessary to work effectively at any County public use area, transfer station, closed landfill or recycling center as needed;
- Safely operates a wider variety of equipment including chipper/shredder, track backhoe/loader, grader, chain saw, etc.

**Required Knowledge, Skills and Abilities:**

Sound working knowledge of the Division's operations, equipment, materials and methods used on worksites and to perform assigned job duties; ability to safely and efficiently operate, maneuver and manipulate a wider variety of hand, power, pneumatic, hydraulic gas and electric tools and equipment specific to assigned tasks with a higher level proficiency and with constant attention to safety of operation in order to prevent accidents; consistently demonstrates a higher degree of proficiency and skills in the operation, maneuvering and manipulation of vehicles and equipment to, from and on the job site, typically with a greater consequence of error in the form of mistakes and damage to property and equipment; sound working knowledge of the hazards in laboring work and of necessary safety precautions; ability to work safely in all types of weather, traffic and worksite conditions, including confined space, conditions utilizing all required personal protective equipment (PPE) at all times; sound working knowledge of general maintenance and simple repair of tools and equipment used on the worksite with the demonstrated ability to safely and appropriately repair and maintain job related tools and equipment; ability to perform routine manual tasks safely and efficiently; physical condition that will permit safely performing a wide variety of physical job-related activities such as digging, shoveling, grading, lifting (including heavy lifting), loading, pushing, reaching, carrying, stooping, climbing, etc. while working under adverse temperatures, weather and traffic conditions; sound working knowledge of traffic rules, traffic management rules, safety rules and regulations and accident-prevention practices; ability to accurately understand and follow simple and complex oral and written directions; ability to accurately and efficiently work from plans and specifications and to follow rough sketches and oral instructions; sound and accurate math skills including accurate measuring skills; ability to assist with accurate inventories and recordkeeping (paper and electronic records); sound critical thinking and problem solving skills with the demonstrated ability to appropriately resolve issues and to seek guidance and approvals appropriately; ability to work independently and as part of a team to complete assigned tasks safely and on time; basic computer skills with the ability to use computer to complete assigned tasks; 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. Excellent customer service skills, tact, and courtesy with the ability to positively and appropriately represent the County in all interactions with the public. Requires the ability to work a flexible schedule, overtime or on-call rotation as needed or assigned.

**Minimum Education and Experience:**

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

Experience: Two (2) years of relevant work experience, including at least two years as County Utility Heavy Equipment Specialist II;

OR: Any equivalent combination of education, 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 CDL (Class A or B as determined by job duties and operational needs).
- Maintains Environmental SOP training requirements.
- Maintains valid VDOT flagging certification.
- Maintains valid confined space certification.
- May be required to work a rotating on-call schedule.