



CLASS SPECIFICATION FOR:

Utility Heavy Equipment Specialist IV

General Statement of Duties:

Utilizes the highest-level proficiency in the operation, maneuvering and manipulation of all types of vehicles, heavy equipment and other types of equipment to, from and on the job site, in the performance of assigned duties; serves as a crew leader or serves as part of work crew and handles the most complex assignments in an assigned division in the Department of Public Utilities, includes working 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 serving as crew leader and/or proficiently operating multiple types of equipment, controls and vehicles and performing a wider variety of assigned tasks pertaining to three or more division's operational areas: curbside refuse collections, water and sewer line maintenance and repair, hauled waste, public use areas, transfer stations, closed landfills and recycling centers (primary plus two as needed). Assigned TDR include serving as crew leader, safely operating all types of equipment and controls; safely performing all types of worksite duties, including the most complex duties requiring a high degree of proficiency in operating and maneuvering with higher consequence of error and damage to persons, equipment or property; directing or assisting with spill control and cleanup; directing or assisting with cleanups including inclement weather and emergency cleanups; preparing and maintaining various types of paper and electronic records; work zone set-ups; training and directing the day-to-day, overtime and on-call work activities of other personnel assigned to a work crew or worksite. Assigned duties are performed under limited supervision from a 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, II and III plus:

- Consistently demonstrates the highest degree of proficiency and skill in the use, operation, maneuvering and manipulation of trucks, vehicles and equipment to, from and on the job site, typically assigned duties requiring the highest degree of accuracy and are more complex with a greater consequence of error in the form of mistakes, damage or harm to person(s), property, equipment or the public's safety;
- Safely operates all types of trucks (including tandem), vehicles and equipment requiring a Class A or Class B CDL utilized in an assigned division to perform job duties, transport materials and supplies and to tow a trailer and/or equipment to jobsites throughout the County;
- 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 and/or the assigned division;
- Proactively recognizes potential issues on assigned worksites and with equipment, and proposes viable solutions for approval, includes implementing and assisting with the implementation of approved solutions as assigned;
- Shares accurate information with others in a timely manner,
- Trains Utility Heavy Equipment Specialists in levels I, II and III to gain and improve their equipment operation skill and serves as worksite crew leader as assigned;
- Shares accurate information in a timely manner, includes creating and maintaining accurate detailed records such as work orders, job material inventories and incident reports;
- Provides support and assistance to other division's operational areas as needed;
- Safely enters, exits and works in confined spaces using all safety equipment required for assigned job duties and worksite conditions;
- Participates in cleanup activities and the department's response to all types of emergencies, including inclement weather;
- Accurately and appropriately resolves all types of questions and issues, including complex and unusual, experienced on worksites and while performing job duties as encountered, provides guidance and assistance to other personnel resolving questions and issues;
- Uses a County laptop computer, GIS and Cityworks as needed to perform assigned duties;
- Observes all safety protocols and utilizes all required personal protection equipment (PPE) and other required safety equipment/measures at all times;
- Maintains an extensive up-to-date working knowledge and understanding of the Division's operations and policies, relevant rules and regulations, division-specific equipment and materials, and the geographical area of the County related to the assigned division's day-to-day operations;
- Actively participates in all scheduled meetings and trainings and serves as worksite crew leader as assigned;
- Works a flexible schedule, overtime or on-call rotation as needed or assigned, includes coordinating overtime and on-call assignments, crews and schedules;
- Performs other duties as assigned.

If assigned to Curbside Refuse Collection

- Consistently demonstrates the highest level of proficiency using and operating all types of refuse collection trucks and related controls and equipment, including an automated refuse collection truck and equipment appropriately utilizing both driving sides under appropriate driving/collection conditions and routes requiring complex maneuvering in varying types traffic conditions and including complex turnarounds;

If assigned to Operations – Water and Sewer Lines

- Consistently demonstrates the highest level of proficiency using and operating all types of trucks, vehicles, equipment, tools and controls incidental to and required to perform routine and complex locating, maintenance and repairs of water mains, service lines, sewer mains, sewer service laterals and manholes by safely performing complex tasks requiring highest degree of accuracy and proficiency;



CLASS SPECIFICATION FOR:

Utility Heavy Equipment Specialist IV

- Investigates reported or suspected water and sewer lines breaks in County-side piping;
- Proficiently sets-up and accurately determines leak locations using leak detection equipment;
- Performs small concrete and asphalt repair work to restore work area conditions after repairing, replacing or performing maintenance on water and sewer line piping;
- Safely sets-up, uses, maneuvers and maintains fuel truck, de-chlorination unit, bypass pumping equipment and leak detection correlator;
- Safely loads and distributes fuel using the County's fuel truck and fueling equipment.

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

- Accurately operates the scales to weigh liquid waste haulers upon arrival and after discharge, accurately calculates weights and charges based on weights, and prepares related liquid hauled waste manifest documentation required for monthly billings;
- Assists with review and approval of applications & attachments to discharge liquid hauled waste at the County's WRF.

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

- Consistently operates and maintains all types of vehicles, trucks, heavy equipment and job-related equipment used at County public use areas, landfills, transfer stations and recycling centers needed to perform tasks requiring higher degree of accuracy and proficiency and to ensure the timely management of the refuse left at the site and safe conditions at the site.

Required Knowledge, Skills and Abilities:

Extensive 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 consistently high degree of proficiency and with constant attention to safety of operation in order to prevent accidents and damage; consistently demonstrates the highest 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 or negative impact to the public's safety; 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; thorough 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; ability to create and maintain accurate detailed records (paper and electronic records); sound reasoning and problem solving skills with the demonstrated ability to appropriately resolve all types of worksite issues independently and to seek guidance and approvals appropriately; basic supervisory skills with the demonstrated ability to train and direct the work activities of other personnel; ability to work independently and as part of a team to complete assigned tasks safely and on time; sound 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: Six (6) years of relevant work experience, including at least two years as County Utility Heavy Equipment Specialist III;

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.
- Maintains a pesticide applicator's license.
- Maintains a forklift operator certification.
- May be required to work a rotating on-call schedule.