

HARDIN COUNTY WATER DISTRICT No. 1
Job Description

TITLE OF POSITION: Heavy Equipment Operator (Non-Exempt, Hourly with Overtime – Pay Grade NE-16)

DEPARTMENT: County Distribution

REPORTS TO: County Distribution Supervisor

SUPERVISES: No supervisory responsibilities

REVISED: June 2018

BASIC POSITION DESCRIPTION:

Skilled work of a routine nature in the operation of construction equipment under the general supervision of the County Distribution Supervisor. Work involves responsibility for the safe and efficient operation of a backhoe, dump truck and related construction equipment. Work performed must be in compliance with District, Federal, and State standards.

ESSENTIAL POSITION FUNCTIONS:

This individual is authorized to drive a District vehicle and is responsible for the up-keep and maintenance of this vehicle. Operates a backhoe. Reports backhoe malfunctions, checks mechanical status, and performs routine maintenance in accordance with manufacturers operating manual and warranty requirements. This individual also performs semi-skilled tasks in the construction, maintenance, and repair of water transmission and distribution lines. Maintains tools and equipment and performs general housekeeping and maintenance of shop, vehicles and work sites. Any and all other job duties as may be assigned.

STANDARDS OF PERFORMANCE:

Knowledge of the principles of operation of heavy equipment. Knowledge of Division of Water distribution regulations. Knowledge of the occupational hazards and proper safety precautions related to equipment operation. Must understand and follow oral instruction. Skill in the operation of assigned construction equipment. Minimum three (3) years' experience in the operation and maintenance of heavy equipment related to the construction of the utility systems. Must master and safely operate backhoe, dump truck, excavator, motor vehicle, air compressor, boring machine, tapping machine, tractors, and mowers, gas powered equipment, safety equipment, small hand tools, two-way radio and other related equipment. Valve and line locating equipment.

MENTAL AND PHYSICAL REQUIREMENTS

Must be available for on-call duty. This individual must be available when the situation arises that requires overtime. Must live within a 30 minute drive time from the primary place of work. This position may report to the Ft. Knox Water Distribution Center located on post so incumbent must be able to pass security background check as required to work on Ft. Knox. If approval to access Ft. Knox cannot be obtained for any reason, employment may be terminated. Must lift pipe and materials up to 75 pounds as well as climb up and down ladders and in and out of trenches as required. Must read small printed numbers on dials and input those numbers by pressing a keypad on a handheld device without transposing the numbers. Must monitor audible and visual alarms and communication devices including telephone, cell phone and truck radio. Frequent standing, sitting, stooping, walking; Climbing to high places or working in confined spaces also required.

WORKING ENVIRONMENT AND CONDITIONS

Work is mostly outdoors and includes exposure to all weather conditions. Work environment involves moderate to severe health and safety risks so incumbent must learn safety procedures and personal protection methods and practices.

Continued

EDUCATION, EXPERIENCE AND TRAINING

High school diploma or equivalent required. Must become certified or trained as an OSHA Competent Person, understanding risks of excavated trenches within 6 months of hire date. Must be certified Kentucky Division of Water Distribution Operator license Class IV- D or attain within 5 years of hire date. Minimum of three years' experience in outdoor construction work is required. Must obtain a Commercial Driver's License within 12 months of hire date. Valid driver's license required.

Acknowledgement for Receipt of Job Description

I have received a copy of the Job Description and have read and understand its contents.

Employee Name (Please Print) Date

Employee Signature Date

Supervisor's Signature Date