



CLASS SPECIFICATION

Class Code: 8245
Date Est: 12/2001
Last Rev: 06/2004
Last Title Chg:
FLSA: non-exempt

LEAD HEAVY EQUIPMENT OPERATOR

DEFINITION

Under general supervision, performs lead work in the operation of heavy equipment used in the construction and maintenance of County roads and facilities located in Washoe County, Nevada; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

Four years of progressively responsible work experience in maintenance and construction work, including at least one year of experience in operating heavy equipment; OR any equivalent combination of training and experience.

LICENSE OR CERTIFICATE

A valid Class A State of Nevada Commercial Driver's License is required at the time of application.

Employees with CDL's in this class are subject to drug and alcohol testing according to applicable County policies.

DISTINGUISHING CHARACTERISTICS

This is a lead level Heavy Equipment Operator classification. Incumbents operate a variety of heavy equipment as well as developing the daily work plan for assigned tasks. This class is distinguished from Heavy Equipment Operator in that Heavy Equipment Operator incumbents operate heavy equipment at least 75% of the time, while the Lead Heavy Equipment Operator incumbents perform as on site crew leaders on a daily basis as well as run heavy equipment.

SUPERVISION EXERCISED

Performs as on site crew leader. Performs acting supervisory duties in the absence of the immediate supervisor.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Lead assigned crews in day-to-day operations of maintenance work.

Develop work plans.

Schedule personnel in order for crews to complete projects.

Respond to emergencies and prioritize work to be done.

Respond to work requests, doing field meets with public, and field evaluations to determine resources needed for job completion.

Administer Certificate of Occupancy (C/O) inspections.

Operate power screen in order to generate sand and gravel for roadway construction.

Working Lead Heavy Equipment Operator, running equipment on assigned jobs.

Operate a heavy motor grader for rough and finish grading; shaping road shoulders, crowns, and ditches; laying blacktop; snow removal; restoring semi-improved roadways to a smooth surface; and breaking up compacted road surfaces with a scarifying attachment.

Operate a hydraulic backhoe for cutting, cleaning, and shaping ditches, excavating, grading, and backfilling as well as installing pipes and structures.

Operate a front end loader for loading and stockpiling materials, excavating, backfilling, patching, cleaning ditches, finish grading, as well as being operated in conjunction with a grinder for the purpose of milling pavement.

Operate a heavy-duty excavator for cutting, cleaning and shaping ditches, excavating and backfilling.

Operate a lay down machine in the paving of roadways.

Operate snowplows and blowers.

Assist in training other employees.

Perform minor field repairs and daily maintenance activities necessary to keep heavy equipment in good operating condition.

Ensure that assigned personnel perform duties and responsibilities in a safe and prudent manner that does not expose them or others to unnecessary harm or risk of on-the-job injury.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Department/division policies and procedures.

Comprehensive knowledge of the methods and procedures used in the operation of heavy equipment.

Ability to:

Prioritize and organize work projects and personnel.

Direct and lead assigned staff in activities to accomplish established goals and objectives and optimize efficiency.

Skillfully operate the full scope of heavy equipment used by Washoe County.

Entry Level *(Applicants will be screened for possession of these through written, oral, performance, or other evaluation methods.)*

Knowledge of:

Operation and care of a variety of heavy equipment.

Applicable regulations, traffic laws, and safety precautions involved in heavy equipment operation.

Ability to:

Prioritize and organize work projects and personnel.

Skillfully operate a variety of heavy equipment.

Detect the need for repairs and make field adjustments.

Understand and carry out oral and written directions.

Understand and perform basic survey calculations and procedures.

Read plans/blueprints.

Maintain records.

Record and encode supervisor reports, write and produce daily worksheets.

Perform heavy physical labor.

Maintain cooperative relationships with the public and other staff.

Communicate orally and in writing, providing clear instructions as site crew lead.

SPECIAL REQUIREMENTS

(Essential duties require the following physical skills and work environment.)

Ability to stand and walk for extended periods. Ability to frequently stoop, bend, and kneel. Ability to lift and move objects weighing up to 75 lbs. Ability to perform sustained and vigorous activities in a variety of environments, temperatures, and weather conditions. Exposure to dust, dirt, grease, and construction materials.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.

Approved WERCCS Job Evaluation Committee

Date December, 2001