

**SARGENT COUNTY, NORTH DAKOTA
POSITION DESCRIPTION**

Name:		Department: Roads and Bridges
Position Title:	Equipment Operator	FLSA:
Date:	December 2022	Reports To: Road Supervisor

PURPOSE OF POSITION:

The purpose of this position is to operate a variety of equipment to maintain all County roads and bridges. Performs routine maintenance on equipment.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following duties are normal for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Operates a variety of equipment to maintain all County roads and bridges; operates a motor grader to plow or blade roads; operates a snowplow truck to clear roads during inclement weather; operates a backhoe to load equipment and dig; operates a tractor to mow grass; operates a skid steer loader and various trucks to load and haul equipment and materials.

Demonstrates professionalism, accomplishes goals in a team environments, must multi-task and set priorities effectively, adjust to stressful situations with attention to detail, excellent hand, eye and foot coordination, excellent sense of balance and the ability to remain calm under a sense of urgency to meet deadlines.

Safely and precisely operates a variety of equipment to maintain all County roads and bridges; operates a motor grader to plow or blade roads; operates a snowplow truck to clear roads during inclement weather; operates a backhoe to load equipment and dig; operates a tractor to mow grass; operates a skid steer loader and various trucks including semi and tandem to safely load and haul equipment and materials.

Performs routine maintenance and basic repair on equipment.

Posts signs throughout the County as directed.

Sargent County Position Description – Equipment Operator

Attends daily and/or weekly safety meetings and inspections; Reviews and stays abreast to all safety guidelines and precautions; adheres to established policy and procedure when operating equipment;

Completes requires paperwork and logs to summarize work completed, fuel usage, maintenance information and repair work done on equipment.

Reviews and stays abreast to all safety guidelines and precautions; adheres to established policy and procedure when operating equipment.

Utilizes various tools to complete duties such as a shovel, mechanics tools, welding machine, torch, and an air compressor.

ADDITIONAL DUTIES AND RESPONSIBILITIES

Performs other related duties as required.

MINIMUM TRAINING AND EXPERIENCE REQUIRED TO PERFORM ESSENTIAL FUNCTIONS:

- Requires a high school diploma or equivalent (GED)
- Valid North Dakota Class B drivers permit with air brakes and tanker endorsement by the first day of work or enrolled in a certification class and must obtain the North Dakota Class B driver's license with air brakes and tanker endorsement within 12 months of employment
- Requires all staff members to report to work within 30 minutes during emergency events and/or inclement road conditions, this includes after hours, weekends and/or holidays

MINIMUM ABILITIES REQUIRED TO PERFORM ESSENTIAL FUNCTIONS**Physical Requirements:**

Must be physically able to operate a variety of machines and equipment including a motor grader, snowplow truck, backhoe, tractor, skid steer loader and various trucks.

Tasks involve the regular and, at times, sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and that may involve the lifting, carrying, pushing, and/or pulling of moderately heavy objects and materials (20-50 pounds).

Sargent County Position Description – Equipment Operator

Occasionally, tasks involve the ability to exert very heavy physical effort in very heavy work involving the lifting, carrying, pushing, and/or pulling of heavy objects and materials (up to 100 pounds).

Numerical Aptitude:

Requires the ability to utilize mathematical formulas; add and subtract; multiply and divide totals; determine time and weight; and interpret same as may be appropriate.

Language Ability:

Requires the ability to read a variety of documents including maps, vehicle maintenance manuals, policy manuals, sign manuals, and related guides.

Requires the ability to complete reports, various documents, and designs with proper format, punctuation, spelling and grammar, using all parts of speech.

Requires the ability to communicate with and before others using correct English.

Interpersonal Communication:

Requires the ability to communicate with people to convey or exchange information.

Environmental Adaptability:

Requires the ability to interact with people and receive general instructions.

Work is performed outdoors utilizing heavy equipment and various materials. Work requires the exposure to heat, cold, odors, toxic agents, chemicals, noise, smoke, vibrations, wetness, humidity, dusts, machinery, and electrical currents. Heat stroke, hypothermia, hearing damage, serious injury, burns, and allergic reactions reflect most common potential for injury if proper safety precautions are not followed.

Signature

Supervisor's Signature

Sargent County Position Description – Equipment Operator

Date

Date

Sargent County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the employer.