



Chester County

Job Opening Announcement

Position: Heavy Equipment Operator & Truck Driver

Department: Public Works

Pay: Based on previous experience

Reports To: Roads Department Supervisor

Date Posted: 04/18/2024

Closing: Open until filled

How to apply:

1.) Online – go to [Employment Application Form](#) and choose Heavy Equipment Operator & Truck Driver to apply.

- Be sure to complete a new application for every job you are interested in.

2.) Hard copy submission – Submit resume/application to:

Chester County Government, Attn. Human Resources

Dept., P.O. Drawer 580, Chester, SC 29706



JOB DESCRIPTION

| | | | |
|--------------------|---------------------------------------|-------------------|------------|
| JOB TITLE: | Heavy Equipment Operator/Truck Driver | FLSA: | Non-Exempt |
| DEPARTMENT: | Public Works | DATE: | |
| REPORTS TO: | Roads Department Supervisor | PAY GRADE: | TBD |

POSITION SUMMARY:

Responsible for operating heavy construction equipment and performing minor maintenance on such equipment in the performance of field construction, maintenance and repair activities.

ESSENTIAL FUNCTIONS:

This class specification lists the major duties and requirements of the job and is not all-inclusive.

Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Performs an operational and safety check of equipment before use; checks fuel and fluid levels, air pressures, hydraulic systems and lubrication points; performs lubrication of essential parts.
- Performs minor adjustments and preventive maintenance and reports the need for major maintenance or repairs.
- Operates a variety of heavy construction equipment such as motor graders, backhoes, scrapers and dump trucks.
- Operates rollers, loaders and other medium weight equipment as required by the assignment.
- Ensures that tools, equipment, safety devices and materials required for the job are loaded prior to moving to the job site.
- Checks job sites for potential hazards; ensures that appropriate traffic control and warning devices are properly placed and safety equipment is worn.
- Secures equipment upon completion of the work.
- Maintains basic logs and records related to work performed.
- Contributes to the efficiency and effectiveness of the unit's service to its customers by offering suggestions and directing or participating as an active member of a work team.
- Serves as a member of a crew and performs heavy physical labor as required.
- Observes safe work methods and utilizes safety equipment related to the work.
- Uses and performs minor maintenance on hand tools related to the work.
- Demonstrates courteous and cooperative behavior when interacting with the public and staff; acts in a manner that promotes a harmonious and effective workplace environment.

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive list of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.



JOB DESCRIPTION

HEAVY EQUIPMENT OPERATOR/TRUCK DRIVER

QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

Education and Experience:

High School Diploma/GED, AND two(2) years of experience in the operation of a variety of construction equipment; OR an equivalent combination of education, training and experience.

Required Knowledge and Skills

Knowledge of:

- Capabilities, operational characteristics, adjustment and preventive maintenance of the types of equipment of which assigned.
- Capabilities, operational characteristics, adjustments and preventive maintenance of a variety of trucks and related vehicles.
- Public Works maintenance and repair methods and techniques related to the area of assignment.
- Use and maintenance of power tools related to the work.
- Traffic laws and ordinances applicable to equipment operation.
- Safety principles, practices and equipment related to the work.
- Record keeping practices.
- Techniques for dealing with a variety of individuals from various ethnic and social backgrounds.

Skill in:

- Operating a variety of construction equipment skillfully and safely.
- Driving a variety of vehicles skillfully and safely.
- Adjusting and performing preventive maintenance on the equipment to which assigned.
- Recognizing potentially hazardous situations on the job site and taking appropriate action.
- Safely using and maintaining hand and power tools related to the work.
- Reading and understanding a variety of plans and maps.
- Producing and maintaining accurate records of work performed.
- Working without close supervision in standard work situations.
- Understanding and following written and oral instructions
- Working successfully with a variety of individuals from various socio-economic, ethnic and cultural backgrounds.
- Contributing effectively to the accomplishment of team or work unit goals

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive list of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.



JOB DESCRIPTION

HEAVY EQUIPMENT OPERATOR/TRUCK DRIVER

REQUIRED CERTIFICATES, LICENSES AND REGISTRATIONS:

Continued employment is contingent upon all required licenses and certificates being maintained in active status without suspension or revocation.

- CDL license with required endorsements.

PHYSICAL DEMANDS & WORKING ENVIRONMENT:

The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Strength and mobility to work in a typical field setting, including operating hand and power tools; stamina to perform sustained physical labor, including standing, walking, climbing and working in confined or awkward spaces; strength to lift and maneuver materials and equipment weighing up to 100 pounds with proper equipment; vision to read printed materials; hearing and speech to communicate in person or over a radio or telephone.

Work is subject to exposure to extreme weather conditions, hazardous chemicals, electrical currents, gases, dust and noxious odors.

This job description is not deemed to constitute a contract of employment. All employees of the County are in an "At Will" status whose employment may be terminated at any time with or without notice or cause.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

This job description indicates, in general, the nature and levels of work, knowledge, skills, abilities and other essential functions (as covered under the Americans with Disabilities Act) expected of the incumbent. It is not designed to cover or contain a comprehensive list of activities, duties or responsibilities required of the incumbent. Incumbent may be asked to perform other duties as required.