JOB DESCRIPTION

Coachella Valley Water District                         Date: July 2007

TITLE: Equipment Operator I - Lead                        SECTION: Operations

DEPARTMENT: Operations                                     SRN: S1

REPORTING RELATIONSHIP:

Reports to: Crew Supervisor, Crew Chief

Supervises the following positions: In a lead role, supervises Distribution Operators I and II, Distribution Utility Worker I, II and II, Equipment Operator

DEFINITION: Under general supervision, to perform skilled duties in the operation of a variety of light construction and maintenance equipment, to perform construction and maintenance work, and to do related work as required. Acts in a lead role and assists the Crew Chief in providing project leadership on job assignments and related work as required.

DISTINGUISHING CHARACTERISTICS: Positions in this classification are distinguished from those in the Equipment Operator II classification by having primary responsibility for operating Cranes, 1 1/2 yard or smaller backhoes, D-5 or smaller dozers and a variety of other less complex heavy equipment.

ESSENTIAL FUNCTIONS:

1. Assists the Crew Chief to provide project leadership, schedule work, and order appropriate materials and in the absence of the Crew Chief assumes full responsibility for the crew.

2. Operates diesel or gasoline powered earth moving and trenching equipment such as tractors, loaders, backhoes, and trucks.

3. Uses and changes equipment attachments to perform excavating, earth moving, loading, leveling, and backfilling assignments.

4. Excavates for water meter installation, service lines, sewer lines and other excavations as assigned and insures all underground utilities are located before excavating.

5. Cleans, maintains, and makes minor repairs to assigned equipment.

6. Operates heavy equipment as required for the operation and maintenance of water and wastewater facilities. Drives vehicles to jobsites that require a Class A License, at times towing heavy equipment on trailers.
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7. Performs heavy and semiskilled maintenance, construction and labor work when the nature of the job does not require constant equipment operations.

ESSENTIAL FUNCTIONS (Cont.):

8. Adheres to district safety practices and procedures.

9. Responds to call outs after hours, weekends, and holidays.

MINIMUM QUALIFICATIONS:

License or Certificates: Valid Class A California Operators license with endorsements issued by the State Department of Motor Vehicles. Department of Motor Vehicles driving record may influence employment or classification.

Any Equipment Operator I who obtains certification from the National Commission for the Certification of Crane Operators (NCCCO) will be eligible to receive a 5% increase in pay. This certification is recognized by OSHA who independently provides verification that the operators have met OSHA’s training requirements. This is a one time increase. Should additional equipment certification be required, there will be no additional compensation. Employee will lose the additional pay should they not maintain the certification. This increase is separate and in addition to the 5% increase paid for being an Equipment Operator I – Lead.

Experience: Any combination of training and experience which would prove qualifying. One year experience in the operation of light earth moving experience preferred.

Knowledge: District personnel rules and rules of conduct.
- Use and functions of light and heavy power-driven equipment used in the Districts maintenance and construction activities.
- Operating characteristics, maintenance requirements, and basic repair of power driven equipment including dozers, hydrcranes, backhoes, loaders, and trucks.
- Methods, materials, and practices utilized in the District’s maintenance and construction activities.
- Use and purposes of hand tools.
- Safe working practices.

Abilities: Provide training for crew members.
- Set example of proper work ethic and behavior.
- Operate assigned equipment with skill and safety.
- Perform a variety of excavating, earthmoving, backfilling trenching, discing, and clearing.
- Perform semiskilled construction and maintenance work.
- Perform routine maintenance and basic repairs on assigned equipment.
- Use a variety of hand tools and equipment.
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- Follow oral and written instructions.
- Work cooperatively with others.
- Work standby and overtime when required.

PHYSICAL REQUIREMENTS:

1. Works standby on a rotating basis.

2. Works in extreme weather conditions including heat and rain.

3. Drives District vehicles to job sites including over rough terrain. Driving: Heavy.

4. Uses two-way radio to communicate.

5. Works in areas containing dust, vapors, fumes, exhaust, insects, etc

6. Works and traverses uneven ground carrying equipment.

See Human Resources for physical assessment form.