



Lead Equipment Operator

Class code: 406

Employee Group: SEIU

Salary Range: 19

I. Position Summary

Under general direction, to serve as lead person on a road maintenance or bridge crew, to operate heavy equipment; and to perform related work as required.

II. Distinguishing Features

This is the advanced journey level classification in the Equipment Operator Series. This class is distinguished from the journey level in the responsibility to serve as a lead worker in the field and exercise technical and functional supervision over lower level positions as well as in the greater complexity of the work performed and the equipment operated. Incumbents work under general direction of a supervisor but often do not work in proximity to his/her supervisor. Employees possess a significant level of technical and functional expertise beyond that expected at the journey level. Incumbents operate the most complex equipment in performance of their duties. Incumbents in this position may complete road and bridge maintenance and repair duties.

III. Examples of Essential Position Duties

- Serves as lead person on road maintenance and bridge maintenance crews and exercises technical and functional supervision over lower level positions.
- Monitors crew performance and behaviors in the field and reports work progress, challenges, incidents and accidents, and employee conduct and performance to the appropriate supervisor.
- Communicates supervisor expectations to work crew regarding work practices and procedures, safety, and compliance with County policy.
- Sets an example to crew members in following County and department policies and in maintaining a positive working relationship with co-workers, managers, and County leadership.
- Evaluates work procedures and processes and ensures that safe work practices are being followed by crew members under their lead. Follows all safety policies and procedures and holds pre-construction safety meetings with crew members.
- Provides input to managers for annual employee evaluations regarding employee performance.
- Recommends improvements and repairs to be made; identifies specific materials and amounts required; notifies truck drivers of needed materials.
- Evaluates work area and determines work to be completed; communicates to flaggers to ensure all traffic control and safety requirements are met.
- Inspects road maintenance equipment before use; performs pre-trip and post-trip inspections; greases lube machinery as required; updates equipment log, and notifies supervisors and shop when repairs are needed.
- Trains truck drivers to meet special licensing requirements as needed and trains employees to operate equipment utilized to maintain roads and bridges.
- Installs work zone safety signs and performs flagging duties at work site.
- Prepares, maintains and submits a variety of records and reports.

- Operates equipment such as gradalls, oil distributors, motor graders, chip spreaders, paving machines, pavement grinders, dozers, rotating boom excavators, large hydraulic excavators, light tractors, loaders (over one cubic yard), flail mowers, lift trucks, tandem axle dump trucks with aggregate trailers, dump trucks, hydraulic jacks, cranes, backhoes and all other equipment operated by staff in the Equipment Operator II position.
- Grades roads and lays gravel; grades ditches, picks up slides and restores slopes; cleans and restores drainage ditches and getaways; and, repairs subgrade and lays base rock.
- Repairs washouts on road shoulders; digs out to repair sunken road surfaces; rips and stockpiles materials used to build and resurface roads; fills pot holes; seals cracks.
- Installs, repairs, and cleans culverts and storm drains; installs rip-rap around bridge footings and wing walls.
- Performs mechanical asphalt patching; removes failed materials and replaces with hot asphalt mix.
- Completes all operations of chip sealing including chip spreader operator, oil distributor, truck delivery, and traffic control.
- Completes excavations for bridge footings and grade beams.
- Operates flail mower to control roadside vegetation; uses chain saw to cut brush and remove hazardous trees
- Sprays herbicide along roadsides to control vegetation.
- Builds new bridges; modifies, widens and repairs existing wood and concrete bridges.
- Inspects wood members and notes defects; removes rotten and broken parts of bridges including wood, caps, decking and posts.
- Installs rock retaining walls and gabions in stream beds.
- Demolishes existing wood structures and replaces with new concrete bridge.
- Performs regular bridge maintenance; cleans drains, removes debris from decks and sidewalks, expansion joints, cocker bearings and caps.
- Measures and builds concrete forms; ties re-bar.
- Pours concrete; constructs concrete block restrooms for parks.
- Digs ditches, delivers building materials and removes demolished structural materials.
- Patches and repairs damaged concrete on bridges and culvert boxes.
- Breaks up and cuts concrete using paving breaker and concrete saw.
- Repairs, replaces and installs guard rails.
- Removes flood debris, brush, trees and driftwood from around, on and under bridges.
- Adheres to County and departmental policies and procedures as well as safe work practices, policies and procedures.
- Develops and maintains effective working relationships with other staff, public officials, the general public and representatives of other agencies.
- Attends and participates in required trainings.
- Has regular and reliable attendance.
- Overtime may be required.
- Performs other related duties as assigned.

IV. Knowledge, Skills and Abilities

Requires knowledge and use of skills and abilities related to leading a crew of workers including the ability to build a cohesive team to accomplish goals, listen to input provided by crew members and respond appropriately, and communicate information in ways that build trust and support. Requires knowledge of the use and operation of a variety of heavy road construction maintenance equipment; operation, cleaning and safe use of retorts, oil pumps, and auxiliary equipment, extensive knowledge of concrete and heavy timber construction; knowledge of basic bridge construction and maintenance techniques. Ability to perform heavy manual labor under hazardous conditions; read and understand a variety of materials including permits, manuals, blueprints and guides; accurately interpret blueprints to perform work to engineering specifications; work with dexterity and accuracy; follow oral and written instructions with minimal supervision; possess mechanical aptitude; establish and maintain cooperative working relationships with those contacted in the course of work; use basic arithmetic to make calculations related to the area of assigned work including amounts of materials needed, to set grades and determine application rates for materials; plan and schedule work to meet established deadlines; communicate orally and in writing; oversee and provide work direction to others; use a variety of hand and power tools, equipment and supplies; prepare and maintain accurate reports and inspection and maintenance records, logs and files; and interpret and explain department policies and procedures as necessary.

V. Minimum Requirements (*Performance of the essential duties of this position includes the following requirements, physical demands and/or working conditions*)

Education and Experience

- A combination of education and experience equivalent to completion of the twelfth grade AND three years of work related experience; OR
- Any combination of education and experience which provides the applicant with the desired skills, knowledge, and ability required to perform the job.

Licenses, Certificates and Other

Possession of a current, Class "A" Commercial Oregon Driver's License and an acceptable driving record. Ability to pass an equipment proficiency road test.

The following licenses or certificates may be required within 90 days of employment:

- Crane Operator's License
- Cave-in Protection and Competent Person Card
- Oregon Herbicide Applicators License

Physical Demands (*Performance of the essential duties of this position includes the following physical demands and/or working conditions*)

Requires the ability to exert a considerable amount of force frequently to lift, carry, push, pull, or otherwise move objects and to stoop, crouch, climb and lift in performance of manual labor; operate a variety of tools, equipment and vehicles used in performance of daily tasks; ability to perform assigned work in a safe manner. Requires driving.

Working Environments

Incumbents are exposed to adverse weather, including extreme temperatures, rain, snow, wind, sleet and hail. Incumbents are also exposed to dangerous or unpleasant conditions and substances, including noise, dust, heat, cold, humidity, hot oil, asphalt, chemicals, traffic hazards, biohazards, herbicides, noxious plants and wildlife. May include exposure to disruptive people.

VI. Additional Information

This classification description is not intended to be an exhaustive list of duties, knowledge, skills, abilities, or requirements, as any one position in this classification may be assigned some or all of these duties, in addition to other duties not explicitly listed here. The various duties, responsibilities and/or assignments of this position may be unevenly balanced and change from time to time based upon matters such as, but not limited to, variations in the shift, work demands, seasons, service levels and management’s decisions on how to best allocate department resources. Any shift, emphasis or rebalancing of these assigned duties, responsibilities and/or assignments does not constitute a change in the job classification.

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