

**GRANITE SCHOOL DISTRICT  
CLASSIFIED EMPLOYEE JOB DESCRIPTION**

**Job Title:** Equipment Operator  
**Supervisor's Title:** Lead, Grounds  
**Date Prepared:** 5/99    **Date Reviewed:** \_\_\_\_\_    **Date Reviewed:** \_\_\_\_\_  
**Employee/Incumbent Review** \_\_\_\_\_    **Immediate Supervisor Review** \_\_\_\_\_  
**Dpt Apprvl** \_\_\_\_\_    **GCEA Review** \_\_\_\_\_    **HR Apprvl** \_\_\_\_\_    **Supt. Apprvl** \_\_\_\_\_  
**Job Location:** Maintenance Services    **Lane** \_\_\_\_\_  
**Implementation Date:** \_\_\_\_\_    **ADA Review** \_\_\_\_\_

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**JOB SUMMARY**

Operates and performs regular, minor maintenance on heavy equipment for the district, (i.e., backhoe, dump truck). Must dig trenches, smooth surfaces, load materials and equipment, remove concrete, prepare surfaces for fencing, assist with landscaping, assist with building construction, and similar tasks requiring expertise and care in the use of heavy equipment. Performs pre-trip vehicle inspections daily.

**ESSENTIAL FUNCTIONS**

- Operates and performs regular, minor maintenance on district heavy equipment such as backhoe and dump truck.
- Must dig trenches, haul sand and gravel, assist in installation of playground equipment, and remove concrete.
- Load and transport equipment, materials, and supplies.
- Assist with landscaping.
- Assist with building construction and other similar tasks.
- Must contact and clear with affected private and public parties, such as Blue Stakes, prior to beginning work.
- May be assigned to participate in organizations, committees and sub-committees as needed.

**NON-ESSENTIAL FUNCTIONS**

Occasional duties as assigned within skill level.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITY**

Must be skilled in operation and regular minor maintenance of backhoe, dump truck, and tractor/trailer. Must be knowledgeable about specifications for various construction requirements to ensure proper pick up and delivery of construction materials such as sand, gravel, steel, fencing, etc. Needs skill in the safe use of power tools such as compaction equipment, pipe threaders, generators, chain saws, compressors, jack hammers, and cutting tools. Must be able to use a transit and other survey equipment to assist in determining fence lines, sidewalks, setting ball diamonds, etc. Must be knowledgeable concerning Federal and State requirements for weight, height, width, and length limitations for hauling loads and digging trenches. Must also be knowledgeable concerning codes and other requirements governing associated trades. Must have a good working knowledge of relevant building and safety codes including pertinent aspects of OSHA, EPA, MSDS and ADA. Must have basic mathematical skills. Must be skilled in oral and written communications and interpersonal relations.

### **REQUIRED EDUCATION AND TRAINING**

Must have a current and valid Class A CDL license. Must have a high school diploma or equivalent. Must keep abreast of changing developments in techniques in relevant fields.

### **REQUIRED PRIOR WORK EXPERIENCE**

Must have one year of grounds keeping experience and at least two years of job related work experience with demonstrated competence.

**Note:** The District administration reserves the right to require specific training for this position. However, depending upon the type and quality of prior work experience, some exchanges can be made between training and experience.

### **DECISION MAKING**

Must exercise proper care for heavy equipment and all other tools incumbent may operate. Keeps proper maintenance records and see that regular maintenance checks are completed. Sees that district, State and Federal safety standards are maintained at all times. May consult with administrators, teachers, co-workers and patrons to assist in the timely completion of projects. Assists in planning work projects. Assures that each assignment has sufficient tools, materials and supplies. Determines repairs and replacements of equipment as needed. Prioritizes work for specific jobs assigned. Must be able to perform assigned tasks without on-site supervision.

### **SUPERVISION**

Incumbent directs workers under the general guidelines set by a leadman. Responsible for planning work as assigned, assuring a high quality of the finished product. Makes specific work assignments and monitors performance of assigned employees. The work supervised can be complex. Coordinates with contract service vendors and material vendors on projects.

### **WORKING CONDITIONS**

Must be alert constantly for danger to person or property and damage to equipment. Changes in work priorities can cause interruptions that leave some work incomplete. Must respond to emergency situations whenever they occur, such as water line or steam line breaks. Some district emergencies may require additional irregular hours. May be subject to high locations, awkward positions, heat, noise, dirt, chemicals, confined spaces, and cold. Incumbent may have occasional stress from emergencies and in meeting project deadlines. Interruptions may occur while performing work requiring accuracy and concentration.

### **PHYSICAL DEMANDS**

There is occasional work with heavy weight material, but generally not exceeding 100 lbs.