



## Job Description

---

<b>TITLE:</b> Equipment Operator I	<b>JOB CODE:</b> 5121
<b>DEPARTMENT:</b> Public Works	<b>FLSA:</b> Non-Exempt
<b>PREPARED:</b> November 2005	<b>FLSA CLASS:</b> Labor/Trade
<b>UPDATED:</b> April 13, 2022	<b>WORK LOCATION:</b> Aztec, NM
<b>REMOTE WORK ELIGIBLE:</b> NO	

---

**Summary:** Under general supervision, serves as a light equipment operator and laborer in the maintenance and construction of County road projects including preparing, paving and patching roads and parking lots, cleaning ditches, removing and installing culverts and other roadway structures and clearing property.

**Essential Job Functions:** *The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Performs skilled duties related to the operation of various types of heavy equipment such as front end loader, backhoe, utility trailers and end dump trucks; transports materials and equipment for the construction and maintenance of roadways.
- Works as a part of a crew, such as construction team, maintenance team, blade team or other group.
- Operates and maintains a variety of types of small and light equipment.
- Performs Commercial Drivers License (CDL) vehicle safety inspection and service on assigned equipment.
- Performs manual labor in assisting in road construction, maintenance and repair of roadways.
- Assists in the training of laborers in equipment usage.
- Performs traffic control activities during hazardous road conditions.
- Maintains daily equipment logs.
- Performs tree trimming activities to maintain sight distances.
- Participates in various seasonal projects such as snow removal.
- Responds to emergency call-outs resulting from severe weather, chemical spills or major accidents.
- Performs other related duties as assigned.

**Required Knowledge and Skills:**

- Knowledge of operating principles and maintenance of road maintenance equipment.
- Knowledge of the materials, tools, and equipment required for road maintenance work.
- Knowledge of safety procedures common to the work being performed, including traffic control.
- Knowledge of safety equipment.
- Knowledge of vehicle and equipment maintenance procedures.
- Knowledge of County policies and procedures.
- Skill in operating vehicles and light road construction and maintenance equipment.

**Job Description**

Equipment Operator I

- Skill in performing basic maintenance on assigned equipment.
- Skill in following all safety procedures.
- Skill in following oral and written instructions and in working efficiently with crew.
- Skill in establishing and maintaining effective working relationships with co-workers and the general public.

**Education and Experience**

- High School diploma or GED equivalent and one (1) year of experience in road construction and maintenance.
- Valid State of New Mexico Commercial Drivers License (CDL Class B).

**Environmental Factors and Conditions/Physical Requirements:**

- Work is performed primarily in an outdoor environment; may be required to lift and carry items more than 50 pounds.
- May be exposed to dangerous machinery, potential physical harm, fumes and airborne particles and extreme weather conditions. Noise level is usually loud.
- Work schedule for this position may include working on religious holidays.
- Utilize, process, and navigate the County’s electronic ERP system as necessary and appropriate based on the needs and requirements of this position.

**Equipment and Tools Utilized:**

- Equipment utilized includes various light motorized vehicles and equipment, hand and power tools.

**Approvals:**

<b>Employee:</b>	_____	<b>Date:</b>	_____
<b>Supervisor</b>	_____	<b>Date:</b>	_____
<b>Department Head:</b>	_____	<b>Date:</b>	_____