

# Hardin County Government

## Job Description

*Non-Hazardous*

**Equipment Operator IV**

**Pay Grade 8**

STATUS	
<b>Date:</b> December 27, 2019	<b>Department:</b> Road
<b>FLSA Status:</b> Non-Exempt	<b>Reporting Authority:</b> Team Leader
<b>Supervisory Responsibility:</b> None	

### **Job Summary**

The purpose of this position is to perform skilled work in the operation of construction and maintenance equipment in the Hardin County Road and Maintenance Department. Specific instructions may be given for unusual jobs. Supervisors evaluate all assignments during progress and upon completion.

### **Major Essential Duties**

- Must be able to operate all pieces of equipment used by the Road Department, which include but are not limited to dozers, track loaders, wheel type loaders, backhoes, rollers, dump trucks, tractor/trailers, rotary cutters (aka bush hogs), ag/construction tractors, boom-mowers, graders, pavers and highway speed wheeled booms/excavators (aka Gradall)
- Make repairs to existing roadways
- Build new roadways
- Install drainage tiles along roadway
- Slope banks and finish dress projects
- Backfill new bridges
- Install highway signs
- Perform snow and ice removal
- Perform the maintenance and repair of vehicles and equipment
- Maintain right-of-ways along county roads
- Haul rock, blacktop, dirt
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### **Minor Essential Duties**

- Facilitate the completion of construction projects
- Account for materials and equipment used or consumed in said projects, facilities maintenance and equipment maintenance
- Perform general labor, equipment operation, shop clean up and equipment repair

## **Qualifications**

### ***Education and/or Experience***

- Graduate of an accredited high school or equivalent
- Thorough knowledge of various types of equipment
- Thorough knowledge of standard procedures and practices
- Some experience in the operation of heavy equipment

### ***Language Skills***

- Ability to communicate effectively in English both orally and in writing
- Ability to read, analyze, and interpret policies, procedures, equipment manuals, and safety documents
- Ability to write occasional reports

### ***Mathematical Skills***

- Ability to add, subtract, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Ability to compute ratio, and percent and to draw and interpret graphs
- Ability to apply concepts of algebra, geometry, and statistics as needed
- Ability to estimate quantities of material, equipment, and personnel required for projects

### ***Reasoning Ability***

- Define problems, collect data, establish facts, and draw valid conclusions
- Interpret some technical information and instructions
- Solve practical problems
- Makes decisions which serve the County's best interests

### ***Certificates, Licenses, Registrations***

- Possess a valid Kentucky Driver's License and a CDL

### ***Other Knowledge and/or Skills***

- Must have extensive knowledge of the operation, maintenance and adaptabilities of the equipment to which assigned
- Must understand traffic laws, ordinances and regulations involved in operating equipment
- Must understand the occupational hazards and proper safety precautions involved in the operation of equipment and working in a heavy construction environment
- Make minor repairs to equipment in the field
- Must be able to work without direct supervision and to relay or give instructions to other employees
- Must possess mechanical aptitude and manual dexterity

### **Physical Demands**

The physical demands described represents those required to successfully perform the essential job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing job duties, the employee could reasonably be expected to:

#### **Regularly (over 2/3)**

Stand or walk  
Talk or hear

Lift and/or move up to 25 pounds  
Operate a vehicle or heavy equipment

#### **Occasionally (under 1/3)**

Reach with hands and arms  
Use hands to type, handle official documents, tools, etc.

Vision requirements include close, distance, color, and peripheral vision, depth perception, and the ability to adjust focus.

Possess physical strength and agility sufficient to do strenuous laboring tasks under varying, sometimes severe, weather and work conditions

### **Work Environment**

The work environments described in preceding paragraphs represent those encountered while performing the essential job functions. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

The noise level is usually moderate to high.

Perform duties in locations with high instance of dust, dirt, noise, and emissions from equipment

### **Comments**

- Must display the following:
  - Positive communication
  - Objectivity
  - Willingness to solve problems
  - Commitment to serve the County's best interests
- Must adhere to applicable provisions of the Departments Rules and Regulations, the Personnel Policy Manual, the Hardin County Administrative Code, the Kentucky Revised Statutes, and any other procedures, rules, regulations, and policies set forth by appropriate authorities
- Must be neat in appearance
- Must be 18 years or older
- Must maintain effective working relationships with other employees and supervisors
- Must have personal integrity and remain free of felony convictions

The above is intended to describe the general content of and the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, requirements or responsibilities.

Date Approved: December 27, 2019

  
Harry L. Berry  
Hardin County Judge/Executive