

POSITION DUTY STATEMENT

PM-0924 (REV 7/2014)

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| CLASSIFICATION TITLE Caltrans Equipment Operator I | OFFICE/BRANCH/SECTION District 5/Maintenance/Special Crews | |
| WORKING TITLE Equipment Operator | POSITION NUMBER 905-660-6890-xxx | EFFECTIVE DATE |

As a valued member of the Caltrans team, you make it possible for the Department to provide a safe, sustainable, integrated, and efficient transportation system to enhance California's economy and livability. Caltrans is a performance-driven, transparent, and accountable organization that values its people, resources and partners, and meets new challenges through leadership, innovation and teamwork.

GENERAL STATEMENT:

Under the direction of a Caltrans Maintenance Supervisor or Leadworker, performs a wide variety of Maintenance tasks. Operates equipment necessary to maintain State Highways, and is assigned to a District wide crew. Incumbent will perform other maintenance work as required. This is a district-wide traveling crew that requires overnight travel up to 75% of the time.

TYPICAL DUTIES:

| Percentage | | Job Description |
|------------|---------------|--|
| 40% | Essential (E) | Under supervision engages in District wide storm drain cleaning and storm water management operations to comply with NDPEs and SWPPP standards. Operate maintenance and construction equipment, does traffic control on multi-lane highways and ramps. |
| 40% | E | Operate light and heavy highway maintenance equipment. Train employees in the safe operation and maintenance of equipment in accordance with META standards. Work in the inspection and cleaning of highway drainage systems utilizing special equipment such as Vacators and construction equipment. May be loaned to other Special Crews / cost centers as needed. |
| 20% | M | Will perform any task normally assigned to the Caltrans Highway Maintenance Worker. Maintain records, and performs other tasks as required. |

¹ESSENTIAL FUNCTIONS are the core duties of the position that cannot be reassigned.

MARGINAL FUNCTIONS are the minor tasks of the position that can be assigned to others.

SUPERVISION OR GUIDANCE EXERCISED OVER OTHERS

None

KNOWLEDGE, ABILITIES, AND ANALYTICAL REQUIREMENTS

Knowledge of the California Vehicle Code provisions as applied to the operation of vehicles; ability to operate highway maintenance and construction equipment skillfully; knowledge of operation and care of highway maintenance, construction and automotive equipment in accordance with META standards. Ability to service and make minor adjustments and emergency repairs to such equipment; knowledge of rules and regulations pertaining to highway maintenance practices and procedures, including the placing of warning and detour signs; knowledge of minor construction, repair and maintenance work; ability to do heavy manual labor; ability to follow oral and written directions; ability to read and ability to keep records.

RESPONSIBILITY FOR DECISIONS AND CONSEQUENCES OF ERROR

Judgment is exercised in making decisions relative to the safe operation of equipment. Poor decision or actions could affect the safety of fellow employees, the public and monetary loss.

PUBLIC AND INTERNAL CONTACTS

Has contact with the public and other governmental agencies pertaining to road closures, restricted traffic situations,

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hazardous road conditions and storm water management. This position is responsible for working cooperatively with team members and supervisors to identify innovations that will increase, safety, productivity, reduce cost and maintain or improve quality. This position must adhere to the customer service standards set by his / her unit and provide a high quality of service to both internal and external customers

PHYSICAL, MENTAL, AND EMOTIONAL REQUIREMENTS

May work in confined spaces. Must be willing to work in inclement weather conditions and be willing to respond to emergency calls after hours. May be required to wear a respirator. May be required to lift between 50 and 80 pounds. In performance of the above duties must be able to do repeated lifting and stooping and bending 50% of the time.

WORK ENVIRONMENT

Incumbent can expect to be outside most of the day in all kinds of weather. The work is physically demanding and requires stamina, agility and strength. May be subject to sunburn, poison oak, snake and insect bites, very loud noise, dust, and chemicals. In addition, the job is hazardous because it is performed at the side of the road or in the roadway itself, where workers are exposed to vehicular traffic. There is also the possibility of injury by working with and around heavy equipment. Worker will be required to work rotating or irregular shifts, including, nights and in emergency situations caused by storms and floods. Will be required to repel down slopes and cannot be afraid of heights and will be required to work in confined spaces. When drain cleaning the work environment is wet and muddy requiring the incumbent to wear rain gear and other PPE associated with this type of work.

I have read, understand and can perform the duties listed above. (If you believe you may require reasonable accommodation, please discuss this with your hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the Reasonable Accommodation Coordinator.)

EMPLOYEE (Print)

EMPLOYEE (Signature)

DATE

I have discussed the duties with, and provided a copy of this duty statement to the employee named above.

SUPERVISOR (Print)

SUPERVISOR (Signature)

DATE