CALIFORNIA DEPARTMENT OF TRANSPORTATION

DUTY STATEMENT

CLASSIFICATION TITLE	DISTRICT/DIVISION/OFFICE	
CALTRANS EQUIPMENT OPERATOR II	09/MAINTENANCE – SPECIAL CREWS	
WORKING TITLE	**POSITION NUMBER**	**EFFECTIVE**
CALTRANS EQUIPMENT OPERATOR II SPECIAL CREWS: STRIPER/SIGN/MARKINGS	909-620-6286-XXX	

As a valued member of the Caltrans team, you make it possible for the Department to improve the mobility across California by being innovative and flexible: working cooperatively with team members and others; and treating others fairly, honestly and with respect. Your efforts are important to each member of the team, as well as those we serve.

GENERAL STATEMENT

Incumbent will be assigned to the District nine Striper/ Stencil /Sign Crew and help District nine. At any time during the year the incumbent may be assigned work at any location in the District on overnight travel status to assist other crews in performing work projects. Working under the supervision of a Caltrans Maintenance Supervisor, the incumbent operates equipment identified as Category 1 and Category 2 used by assigned unit, and works individually or with a crew performing tasks related to highway maintenance and striping work.

TYPICAL DUTIES:

Percentage
Essential (E)/Marginal (M)

60% (E) **Sign/Stripe/Stencil Crew**, Work assignments will generally be within the counties of District 9 and will require significant overnight travel. Under direction from a Caltrans Maintenance Supervisor or a Caltrans Maintenance Leadworker, operates highway paint stripers, striper tenders, attenuator trucks, stencil trucks, aerial lifts, digger derrick, fork lifts, line grinders, and other miscellaneous equipment. Must be able to lift 50 pounds and accomplish miscellaneous labor work in connection with stripe/stencil/sign operations.

20% (E) **Snow Removal** During the winter months may be required to perform snow removal on a as needed basis. Will operate snow removal equipment including 4 to 12 cubic yard trucks with plows and/or sanders, 1 to 3 cubic yard loaders, motor graders, tow trucks, and rotary snowplows. Included would be staffing chain control , traffic

meters, truck screens, and road closures; directing traffic and proper placement of detour and warning signs. Will build and repair tire chains.

10% (E) **Highway Maintenance** At any time during the year, the incumbent may be assigned work at locations within their region on overnight travel status. Will operate highway maintenance equipment including but not limited to 4 to 12 cubic yard dump trucks, water trucks, 1 to 3 cubic yard loaders, backhoes, motor graders, sweepers, and mowers. When not operating equipment accomplishes tasks such as patching; ditch and culvert cleaning and repair; repair or replacement of signs, guide markers, and snow poles; fence repair; litter pickup; flagging traffic; installing lane closures; and any other duties that would normally be assigned to a Highway or Landscape Maintenance Worker.

10% (E) **Miscellaneous** Is responsible for servicing, minor adjustments, emergency repairs, and cleaning of equipment. Will perform inspections and keep all required equipment records. Cleans maintenance facilities, removes litter and dead animals, installs lane closures and other traffic controls, flags traffic, removes or trims brush and trees, loads and unloads material from trucks, removes weeds both manually and mechanically, and does other work as required.

SUPERVISION EXECUTED OVER OTHERS:

No direct supervision. Employee may be at any times placed in charge of a work crew acting as Leadworker for other Caltrans workers or, special programs workers, such as CCC (California Conservation Corps) and, probationers.

KNOWLEDGE, ABILITY, AND ANALYTICAL REQUIREMENTS:

Knowledge of proper Striper / Sign / stencil installation and Repair work . Must have knowledge of materials, methods, equipment, and tools used in this work. Also knowledge of maintenance and construction; provisions of the California Vehicle Code as it pertains to the loading and operation of motor vehicles; and rules and regulations pertaining to highway maintenance practices.

Possession of a valid Class A California Commercial Driver License with a minimum of tank endorsement.

Ability to work safely around high-density traffic.

Ability to work effectively alone or with others.

Must be able to analyze various work situations accurately and make sound decisions.

CONSEQUENCE OF ERROR/RESPONSIBILITY FOR DECISIONS:

Error may endanger co-workers and/or the public. Error may also cause a waste of time and waste of tax dollars through extra expense in the maintenance of highways, or damage to State equipment and facilities.

PUBLIC AND INTERNAL CONTACTS:

Required to maintain good relations with members of the public and employees from the same and other departments within Caltrans, as well as other agencies. May have contact with other public agencies and private individuals almost daily in the course of assignment. Contact may be with hostile public, and employee is expected to maintain a favorable public image for the State.

PHYSICAL, MENTAL AND EMOTIONAL REQUIREMENTS:

Much of this position is labor intensive. Incumbent must have physical ability to react quickly to errant motorist and do strenuous hand and mechanical labor.

Note: For standing, walking and sitting, along with several other activities, typical duties are used as examples in various situations to give ranges for the activities. Generally, activities can be broken down into operating equipment 45% of the time on a year-around basis. The remainder of the activity is labor.

Standing, Sitting and Walking are described to equal 100% of the work time for a given period such as a work shift. The following are various situations and percentages given to illustrate typical ranges of time spent sitting, standing and walking:

A. Rainy day where worker is repairing signs checking inventory condition. Standing and walking using hand tools 40% each: Sitting and driving 50%.

B. Snowy day: Sitting and operating large trucks, fork lift, loaders, motor graders and snow blowers 90%; walking and standing, checking out equipment, 10%

C. Crack sealing: Standing and walking 95% of the day

D. Chip sealing: Standing, operating truck, loader, spreader, 80% to 90% of day

E. Paving: Operating trucks, motorgraders, loaders, pavers, 45% of day. Standing and walking, raking and shoveling, 45% of day.

F. Litter pickup/patrol: Lifting, walking and climbing in/out of vehicle 95% of day

G. Flagging/Pilot Car/Lane Closure Operations: Standing, twisting and turning, and sitting 95% of the day

Moving (Floor to bench to Floor) – Items listed may be any of the following but not limited to: tire chains for vehicles which may weigh as much as 75 lbs. per chain. In the winter months these could be handled on an every day basis; a post driver which weighs approximately 60 lbs.; assist with the loading and unloading of a tire in a rim which can weigh over 75 lbs. Another example of lifting is shoveling asphalt. Each shovel full lifted weighs approximately 15 lbs., and 1,000 to 1,500 lbs. of sand or asphalt per day, would normally be lifted. 80% of this lifting would be floor to waist and 20% lifted above the waist. Installing marker post, at least two feet into the ground, requires lifting up and pulling down the 60 lb. driver 10 to 150 strokes per post, worker could install up to 40 markers per day.

Another type of lifting is light pickup – loading garbage bags with litter, which requires continuous bending and lifting.

Moving – Bagged/boxed material, which may weigh 50 to 100 lbs. must be moved from storage areas to vehicles and from vehicles to job sites, which may be on uneven terrain. Tools are carried a few feet to 100 yards and weigh a few ounces to 50 lbs. each. Tools carried include picks, hoes, rakes, hoses, signs, standards, flags, cones, guide posts, etc. and may be carried on uneven terrain.

Overhead reaching – Overhead work includes pulling yourself up into many types of equipment from 0 to 30 times per day, pruning, holding up signs off a ladder, servicing equipment on the lube hoist, signaling other workers, and throwing/loading material in equipment.

Other Reaching – Setting cones, lubing and checking equipment, raking, shoveling, driving, using digging bar, shifting, holding signs picking up cones; often done on a continuous basis, over 60% of the work shift.

Pushing/Pulling – Shoveling, opening garage doors, hooking up trailers; installing plows, sanders, kettles, pulling on hoses, working cranks on equipment stands; tightening and loosening nuts on bolts. Installing and removing tires and chains; pulling down on post drivers. Pulling brush and limbs, animal carcasses, and pulling chains.

Twisting - The Operator twist while driving equipment and does so on a continuous basis, especially while backing up or turning around while operating a pilot car. Other twisting is done while dragging brush, shoveling, raking and setting down and picking up traffic cones which weigh 10 lbs.

Climbing/Balancing – Climbing is done in and out of equipment, up and down banks and used in fine manipulation of a chain slopes, ladders, stairways, (often with a load of material or supplies); onto steps and walkways to do engine checks on equipment. One

example would be to climb on a heavy equipment trailer to secure the load with chain binders.

Bending/Crouching/Squatting/Crawling – The Operator often bends continuously throughout the day while operating equipment and performing physical labor. All of these activities are necessary when picking up and laying down tools and material. The Operator also crawls around and underneath equipment while checking and servicing equipment, putting on or removing snow chains and tightening or replacing grader blades.

Simple Grasping – This activity is necessary about 95% of the shift; climbing in/out and around equipment, operating equipment, using hand tools and handling materials.

Fine Manipulation – This occurs less than 2% of a day and usually while writing reports or manipulating the knobs and levers on the equipment. A higher percentage of the time would be saw or similar equipment.

Importance of hearing and sight – both are essential on the job because the operator must hear directions and equipment, and must see in order to perform his/her duty safely.

Hearing should be adequate to hear warning devices used for worker safety, i.e. look out alarm devices, including vehicle horns used to warn employees of eminent danger at the work site. Corrected hearing is acceptable.

Sight needs to be corrected to the State of California Department of Motor Vehicles standards for safe vehicle driving. Night vision must be good for safety when working after dark.

WORK ENVIRONMENT:
Required to work in a wide range of sometimes extreme conditions, such as heat, cold, strong winds, rain, sleet, and snow.

During the year the workweek is normally 4/10-hour days. Incumbent may be scheduled to work night shifts during inclement weather conditions, or as scheduled by the Maintenance Supervisor.

Will be required to work overtime due to storms, emergencies, special work projects, or when the Supervisor deems that it is in the best interest of the State.

Personal safety requirements include:

A. Work boots, in good and sturdy condition, must be worn to provide foot and ankle support protection.
B. Either long or short sleeved shirts provided by Caltrans, or a safety vest is to be worn over non-safety shirts or coats.
C. Long pants. No shorts or cutoffs.

D. Provided safety gear; hard hat, safety glasses, hearing protection devices, face shields, gloves, respirator, chaps, or other safety gear must be worn when required by the Department.

This crew is designated as a travel crew and works out of town on a per diem basis up to 90% of the year.

I certify that I can perform the duties listed above with/without reasonable accommodation.

_____

EMPLOYEE NAME DATE

_____

EMPLOYEE SIGNATURE DATE

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

_____

SUPERVISOR NAME DATE

_____

SUPERVISOR SIGNATURE DATE

Refer to "Typical Duties" to determine if a duty is essential or marginal.

If you believe you may require reasonable accommodation, please discuss this with the 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.