

POSITION DUTY STATEMENT

PM-0924 (REV 9/2013)

CLASSIFICATION TITLE CT Equipment Operator II	OFFICE BRANCH/SECTION 11/Maintenance/West Region	
WORKING TITLE CEO II – Carlsbad Landscape	POSITION NUMBER 911-700-6286-	EFFECTIVE DATE

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; reporting to work as scheduled; 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:

Under the direction of a Caltrans Maintenance Supervisor, the CT Equipment Operator II operates and services heavy equipment used in highway maintenance activities and works with the rest of the crew in performance of these activities. A Class A driver's license with tank vehicle (N) endorsement is required while performing duties associated with maintaining the State highway system. The incumbent will work individually or with a crew, and may occasionally oversee other crew members. Incumbent will be required to work overtime including nights and weekends, may be required to work temporary and/or intermittent varied work shifts, will be loaned to other field maintenance crews, and is expected to respond to emergency calls. This position is represented under collective bargaining.

TYPICAL DUTIES:

Percentage	Job Description
Essential (E)/Marginal (M) ¹	
50% E	Operate equipment identified as category 1 or category 2 and work individually or with a crew performing tasks related to highway maintenance work. Operates maintenance equipment with automatic or manual transmission to include but not limited to truck litter pick-up, tank spraying, truck, tractor, digger, derrick, landscapes spray tilt cab, 4-yard and kettle, 10 yard trailer with backhoe, 1-5 yard loader, trash compactor, rear-load sweeper, chip spreader, boom truck, 3-5 axle water truck, 4-10 yard dump/sand truck, motor grader, rotary snow plow, and back-up truck.
40% E	In addition to operating vehicles, equipment and tools, will perform duties such as brush and tree trimming, drain and ditch cleaning, maintenance repairs, litter removal, irrigation repairs, loading and unloading materials, mowing asphalt, graffiti removal, repairs, lateral support repairs, pavement patching, and replacement of guide markers.
10% M	Will perform manual labor and use power tools and hand tools while working in the assigned duties as well as other related tasks such as traffic control. Traffic control includes setting and picking up lane closures, using traffic cones, flares and advance warning signs, hand flagging traffic, operating pilot vehicles, cone truck and back-up truck.

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. May be placed in charge of 1 or 2 Workers performing specific operations (patching, cracksealing, etc.). On occasion, may be placed in charge at a jobsite in the temporary absence of the leadworker or Supervisor.

KNOWLEDGE, ABILITIES AND ANALYTICAL REQUIREMENTS

Knowledge of:

- Minor construction, repair and maintenance work
- Provisions of the California Vehicle Code as it applies to the loading and operation of motor vehicles
- Familiarity with a variety of highway maintenance and construction equipment.
- Basic safe working practices and the safety and health policies and procedures contained in the Department's Injury and Illness Prevention Program

Ability to:

- Communicate and follow directions at a level required for successful job performance
- Skillfully operate heavy equipment in the performance of assigned duties; make minor adjustments and emergency repairs

ADA Notice

For individuals with sensory disabilities, this document is available in alternate formats. For information, call (916) 654-6410, TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

POSITION DUTY STATEMENT

PM-0924 (REV 09/2013)

- Do heavy manual labor to assist in work related to highway maintenance
- Keep records of equipment usage and servicing

RESPONSIBILITY FOR DECISIONS AND CONSEQUENCES OF ERROR

Errors in judgment and decisions can affect the safety of the crew and the public, or result in equipment breakdowns, repairs or replacement. In the latter case, a job might need to be rescheduled.

PUBLIC AND INTERNAL CONTACTS

Occasional contact with the traveling public; contact with State Highway Patrol or other law enforcement agencies during emergencies; routine contact with crew members and supervisors. Most contacts are in person.

Most work is done in a crew setting; necessary to work cooperatively with others.

Necessary to exercise restraint when dealing with coworkers or irate motorists.

PHYSICAL, MENTAL, AND EMOTIONAL REQUIREMENTS

Almost all work is done in close proximity to traffic and equipment; incumbent must hear at a level sufficient to hear warning shouts and backup bells. Incumbent must possess sufficient peripheral vision to be aware of changes in surroundings, and sufficient night vision to respond to callouts after-hours. Prolonged sitting required to operate equipment; sufficient manual dexterity to operate controls and tie-down equipment to be hauled. Working with the crew and responding to callouts require prolonged standing; bending, stooping, kneeling; loading/unloading materials (to 50 pounds).

WORK ENVIRONMENT

Most work is done outdoors, where incumbent will be exposed to dust, exhaust fumes, noise, uneven surfaces, extremes of heat and cold.

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