

**Lake County, South Dakota**  
**POSITION DESCRIPTION**  
**Heavy Equipment Operator**

**OVERALL FUNCTIONS:**

This position is responsible for operating a variety of heavy construction grade equipment and trucks utilized in the construction, maintenance, and repair of county roads, bridges, and associated structures.

**NATURE AND SCOPE OF JOB:**

This position works under the general supervision of the Highway Superintendent and/or Foreman. This position performs various semi-skilled tasks in the construction, maintenance and repair of county roads, bridges, traffic control devices, warning devices, storm drainage systems, and other related duties. This position will operate a variety of light, medium, and heavy equipment.

**MINIMUM QUALIFICATIONS:**

Graduation from high school or GED equivalent. Class A CDL required or ability to obtain one within one year of employment. Must maintain a clean driving record.

**PREFERRED QUALIFICATIONS:**

Experience operating heavy equipment.

**SPECIFIC RESPONSIBILITIES AND DUTIES:**

Below is a non-exhaustive list of duties and responsibilities. Other duties and responsibilities may be required.

1. Operate a wide variety of basic and complex light, medium, and heavy equipment including pavers, dump trucks, motor graders, front end loaders, bucket loaders, bulldozers, skid steers, boom trucks, backhoes, fork lifts, bladers, mowers, etc.
2. Haul materials including rock, gravel, salt, sand, dirt, asphalt, and other related materials
3. Service, repair, and unclog culverts and ditches
4. Repair and maintain county roads, including potholes, shoulders, and right-of-ways
5. Install and repair fence wires and fence posts
6. Evaluate snow and ice levels on roadways
7. Operate snow plows, truck plows, and sanders
8. Perform snow and ice control and removal procedures including plowing, sanding, loading trucks, and hauling snow
9. Perform skilled design, fabrication, installation, and maintenance of permanent and temporary traffic signs, barricades, and other traffic control devices for county highways, roads, construction zones, and special events
10. Perform inspection of signs; repair and/or replace damaged, obsolete, or missing signs and posts
11. Operate a variety of tools, vehicles, and heavy equipment including post hole diggers, sign installation truck, and other equipment as assigned
12. Install traffic counters
13. Assist in the maintenance of equipment and tools
14. Provide emergency road cleanup services
15. Greet the public in a friendly manner
16. Provide assistance and information to the public, as needed

**KNOWLEDGE, SKILLS, AND ABILITIES:**

1. Knowledge of and ability to operate all light, medium, and heavy equipment, as well as tools and supplies used in road construction, maintenance, and repair
2. Knowledge of materials, supplies, methods, and tools needed to complete assignments
3. Knowledge of, and adherence to, safety regulations and safe work methods
4. Knowledge of relevant codes and regulations including Mine Safety and Health Administration (MSHA) and Manual on Uniform Traffic Control devices (MUTCD) regulations
5. Ability to read and follow written and verbal instructions
6. Ability to plan and evaluate job priorities
7. Ability to work without direct supervision
8. Ability to work independently as well as communicate and work effectively in a team setting
9. Ability to perform heavy manual work outdoors in varying weather conditions
10. Ability to safely and efficiently use and maintain a variety of hand tools and power tools
11. Ability to respond to weather and road related emergencies on an on-call or call-in basis including during nights, weekends, and holidays
12. Ability to communicate effectively both verbally and in writing
13. Ability to establish and maintain effective working relationships with employees, other agencies, and the public
14. Ability to maintain professional appearance and demeanor

**PHYSICAL REQUIREMENTS/WORK ENVIRONMENT /MENTAL AND MOTOR DEMANDS** (The physical demands and work environment characteristics described here are representative of those an employee will encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

1. Constantly work indoors, work with others, and work around others
2. Frequently required to stand, walk, talk, hear, use hands to finger, handle or feel items, write, read, and type
3. Frequently work with time constraints, exercises flexibility, has routine workflow, and maintains attentiveness in duration and intensity
4. Frequently involved in social interactions which frequently require oral and written communication
5. Frequently use memory, mathematics, reasoning, estimating, problem solving and exercising judgment
6. Occasionally required to sit and reach with hands and arms
7. Occasionally required to lift and/or move up to 10 pounds
8. Occasionally work extended days/hours
9. Infrequently required to climb or balance, stoop, kneel, crouch or crawl, climb up and/or down stairs
10. Infrequently required to lift and/or move up to 25 pounds
11. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision
12. The noise level in the work environment is usually moderate

I have read and understand these responsibilities.

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Employee	Date
Department Head / Commissioner	Date