



CLASS SPECIFICATION FOR:

Road Maintenance Heavy Equipment Specialist IV

General Statement of Duties:

Operates multiple types of heavy equipment with complex controls, demonstrating a high degree of skill and precision in maneuvering and manipulative ability; performs a wide variety of tasks for the construction, paving, repair and maintenance of County-owned roadways and right-of-ways and in various, including in extreme, weather and traffic conditions; serves as a crew leader; does related work as required.

Distinguishing Features of Class:

Primary responsibilities include highly skilled operation of multiple types of heavy equipment with complex controls, demonstrating a high degree of skill and precision in maneuvering and manipulative ability, to assist/support work crews engaged in a variety of tasks pertaining to the construction, paving, repair and maintenance of County-owned roadways and right-of-ways; coordinating assigned work crews' work activities to ensure the efficient completion of work assignments and operation of the Road Construction and Maintenance Division; serves a crew leader as assigned; and creates and maintains required records and documentation, including reports as assigned. Work is performed under the general supervision. Works independently and as part of team.

Examples of Assigned Duties *(illustrative of the types and scope of duties and responsibilities assigned to positions in this class):*

- Safely operates a greater number and variety of County commercial and non-commercial vehicles and heavy equipment with complex controls, demonstrating a high degree of skill in maneuvering and manipulative ability in all types of traffic and weather conditions as assigned, routinely handling equipment in areas and situations with the highest consequence of error;
- Performs a wide variety of construction, grading, paving, repair and maintenance, equipment operation, and other duties, including working in confined spaces and under adverse weather and traffic conditions, as needed to ensure efficient operations of the Division;
- Serves a crew leader, effectively assigns, directs and inspects the work activities of assigned work crew performing a wide variety of day-to-day duties and tasks pertaining to constructing, patching and maintaining hard-surface roads, grading and graveling roads, installing driveway drain pipes, cleaning right-of-way ditches and streets, mowing grass and other tasks involving manual labor operations;
- Inspects work in progress to assure conformance with instructions and other requirements;
- Shares information and technical knowledge with others, includes training others on the safe performance of assigned construction and maintenance duties and operation of department equipment;
- Performs a wide variety of manual labor tasks, picks up litter & debris, cleans gutters, culverts, and other drainage structures, shovels & rakes stone, dirt, asphalt, snow, concrete, leaves, and clears brush as needed, including under adverse weather and traffic conditions;
- Performs heavy lifting, loading, pushing, reaching, stooping, and climbing or other manual labor tasks while working under adverse temperatures and weather conditions as needed;
- Performs preventive maintenance and makes minor repairs and adjustments to multiple types of heavy equipment as needed to ensure safe operation and condition of equipment as well as its readiness for use;
- Services and makes repairs on simple irrigation systems, storm drains and inlets;
- Performs traffic control duties as needed which may include setting up traffic detours, signs, cones and flagging traffic within right-of-way;
- May research and resolve, or recommend resolution, of a wide variety of complaints, problems, concerns and questions from citizens and others regarding road maintenance, road construction and drainage projects, seek approvals appropriately, and keep supervisor appropriately informed or involved;
- Performs snow removal while operating dump trucks safely on icy and snow covered roads; performs related snow removal assignments as needed.
- Assists with and participates in the department's response to all types of emergencies, including inclement weather, and performs related operational and manual assignments as needed;
- Utilizes required personal protection equipment (PPE) and other required safety equipment and measures at all times;
- Participates in all scheduled meetings and trainings;
- May assist with special projects as assigned;
- Develops and maintains a considerable up-to-date working knowledge and understanding of the Division's operations and



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department-specific equipment utilized in road construction and maintenance;

- Maintains a Class A CDL driver's license with any endorsements necessary to drive, operate and tow County vehicles and equipment necessary for and incidental to the construction and maintenance of roads and adjacent areas Countywide;
- Maintains current valid certifications as required to perform assigned duties;
- Performs other duties as assigned.

Required Knowledge, Skills and Abilities:

Considerable knowledge of the Division's operations and equipment; highly advanced ability to operate, maneuver and manipulate automotive and heavy motorized equipment with constant attention to safety of operation in order to prevent accidents; considerable working knowledge of motorized equipment and equipment specific to road construction and maintenance; considerable working knowledge of a wide variety of methods, equipment and materials used in road and drainage maintenance; sound working knowledge of the hazards in laboring work and of necessary safety precautions; ability to safely and efficiently operate common hand and power tools and other tools specific to assigned tasks; sound working knowledge of general maintenance and repair of motor equipment with demonstrated ability to safely and appropriately repair and maintain heavy equipment; physical condition that will permit heavy lifting, loading, pushing, reaching, stooping, and climbing while working under adverse temperatures and weather conditions; ability to work in confined spaces; considerable knowledge of traffic rules, traffic management rules, safety rules and regulations and accident-prevention practices; basic math skills with the ability to accurately track and report time and materials; ability to accurately prepare reports as needed; ability to work from plans and specifications and to follow rough sketches and oral instructions; ability to read and accurately comprehend, interpret, apply and communicate technical information accurately; ability to work under and fully understand and communicate detailed and complex instructions from the immediate supervision of a supervisor or who issues oral and written work assignments; sound problem solving skills with the demonstrated ability to appropriately resolve a wide variety of issues, seek approvals appropriately, and keep supervisor appropriately informed or involved; basic supervisory skills including strong training skills and the ability to effectively direct the activities of assigned work crews safely and efficiently, and to foster and maintain high morale and engagement; ability to assign, oversee, and inspect the work of work groups of unskilled and semi-skilled road maintenance specialists engaged primarily in equipment operations, manual labor and maintenance duties; ability to work independently and with a team to complete assigned tasks safely and on time; ability to collaborate effectively with all levels of department staff; personal accountability including teamwork and establishing and maintaining positive working relationships with all levels of department staff; good communication and good interpersonal skills with the ability to express ideas clearly and concisely, orally and in writing; efficient computer skills with ability to create and maintain records in various systems used by the Department and the County; sound working knowledge of the safe operation of forklifts; excellent customer service skills, tact, and courtesy with the ability to positively and appropriately represent the County in all interactions with the public. Requires a safe driving record with the ability to safely operate County-owned vehicles and equipment. Requires ability to work a flexible schedule that may occur any day of the week, including weekends, and during various day and evening hours as needed.

Minimum Education and Experience:

Education: Completion of grade school required, completion of high school preferred;

Experience: Three (3) years of relevant work experience with one (1) year serving as a crew leader or other supervisory capacity;

OR: Any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Additional Requirements:

NOTE: Effective 4/1/2009 County Ordinance 1128 requires a criminal history record check and fingerprinting of all employees in authorized and hourly safety sensitive positions.

NOTE: All employees are required to successfully complete National Incident Management System (NIMS) Incident Command System (ICS) 700 (Introduction) training. Successful completion of additional NIMS ICS training courses may be required based on the job classification, level of responsibility, and department. Please refer to Fire's Intranet site for a list of NIMS ICS requirements by job classification.

- Requires a valid driver's license with a safe driving record.
- Requires a valid Class A CDL with tank endorsement N and without restrictions.
- Requires a valid VDOT flagging certification.
- Requires a valid confined space certification (may be obtained through County training).
- Requires a valid forklift operator's certification (may be obtained through County training).