



JOB DESCRIPTION – OPERATOR
Department - Road & Bridge County Precincts

May 2021

POSITION SUMMARY

Person operates light and heavy motorized equipment for road and bridge construction and maintenance.

ORGANIZATIONAL RELATIONSHIPS

1. Reports to: A designated foreman within the Road and Bridge Department.
2. Directs: This is a non-supervisory position; however, may supervise on a temporary basis in the absence of designated foreman.
3. Other: Has daily contact with other department employees and the general public.

EXAMPLES OF WORK

Essential Duties*

- Checks oil, water, fuel, tires, hydraulic system etc., and makes appropriate adjustments to be certain vehicle is in proper operating condition prior to leaving for job site;
- Operates gasoline and diesel powered equipment and vehicles engaged in road construction and repair work, including motor grader, backhoe, rubber-tire and track loader, front-end loader, roller, water truck, road sweeper, rock sweeper, rock distributor, etc.;
- Reworks roadways, with minimal supervision, incorporating the stabilization and base requirements to produce a finished product;
- Perform general labor functions;
- Perform manual tasks including sealing asphalt roads and various other support functions;
- Removes trash and debris from county right of way and hauls refuse for deposit at specified locations;
- Cuts brush, trees and other growth at roadsides, utilizing power equipment such as mowers, tractors and chain saws;
- Attaches road signs to posts using various hand and power tools; digs holes and sets signs with cement;
- Performs preventive maintenance and minor repairs on equipment and machinery;
- Repairs and/or replaces flat tires on equipment.
- Receives instruction and trains other employees in the use of equipment, as time and workload permits;
- Perform flood control duties as required;
- Performs traffic monitoring and control including the distribution of barricades, warning signs, and safety cones and the flagging of vehicles;

Other Important Duties*

- Performs such other related duties as may be assigned by supervisor.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Knowledge of the safe operation of the equipment used and the provisions of the Texas Motor Vehicle Code relating to operation of light and heavy motorized equipment.



- Ability to perform strenuous work in the outdoors under all weather conditions, which include standing/walking, climbing/balancing, stooping/kneeling and regularly lifting up to 80 pounds; and work overtime as needed.

**for the purpose of compliance with the Americans with Disabilities Act (ADA) This job description does not take into account potential reasonable accommodations*

- Must be willing and able to wear the required Safety Equipment at all times.
- Able to service and make minor repairs on equipment used applying safety standards to prevent hazards;
- Able to understand and follow instructions;
- Able to establish and maintain effective working relationships with co-workers;
- Able to tolerate outdoor working conditions, including exposure to adverse weather conditions;
- Able to maintain Texas driver's license applicable to job responsibilities and good driving record.

ACCEPTABLE EXPERIENCE AND TRAINING

High school graduation, or its equivalent, plus at least six months of experience operating light and heavy motorized construction equipment; or sufficient education to read and write, plus at least one year of experience operating light and heavy motorized construction equipment; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

CERTIFICATES AND LICENSES REQUIRED

Class A CDL Drivers License

Employee Acknowledgement

This confirms that I, _____, have received a copy of my job description with Navarro County for the position of Machine Operator Road & Bridge and that I recognize that the job duties may be changed, amended, or supplemented at any time, and that such changes will supersede this job description. I further understand my position is a FLSA non-exempt regular full-time position.

Employee's Signature

Date