



# Heavy Equipment Operator – Loader

**Department:** Field Operations

**Approved by:** COO

**Reports to:** Foreman

**Revision Date:** October 12, 2016

**FLSA Status:** Non-Exempt

**Supervisory Role:** No

## Essential Duties and Responsibilities

Operates tractor equipped to level, smooth concrete, and distribute earth and rocks from land preparatory, in constructing roads and buildings, by performing the following duties:

- Works under the direction of the site foreman, to complete daily schedule of work
- Review plans and specifications of projects
- Perform daily safety and maintenance checks
- Participate in routine maintenance, clean equipment as scheduled and/or required
- Ensure equipment is safely and securely stored
- Advise Foreman of any required maintenance and repairs
- Practice workplace safety to ensure the safety of fellow employees in public
- Loading and unloading of truck loads

## Qualifications, Education, Experience and Certifications

- High school diploma or G.E.D. or an equivalent combination of education and training
- Three (3) years experience as an Equipment Operator, preferably in Urban areas
- Knowledge reading locate markings and general understanding of underground and/or overhead utilities
- Knowledge of workplace safety requirements and procedures including but not limited to back up procedures, use of flagmen and spotters, signage, incident reporting, required personal safety equipment and lifting of heavy loads
- Knowledge of equipment operation, cleaning and maintenance requirements
- Analytical and problem solving skills
- Effective communication skills (both listening and verbal)
- Ability to read and understand field survey layouts, policies, procedures and instructions
- Maintenance of Traffic Training preferred

## Physical Demands and Work Environment

- Will be exposed to outside weather conditions, be prepared for extreme heat and cold
- May at times be exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risk of electric shock; loud noise level and vibration.
- Regularly lift and/or move up to 100 pounds. Required to sit; stand; walk; use hands to finger, handle or feel; reach with hands and arms; climb or balance; stoop; kneel, crouch, or crawl and talk or hear
- Specific vision abilities required include close, distance, peripheral, depth perception and ability to adjust focus
- Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions

## Competencies

To perform the job successfully an individual should demonstrate the following:

- Adaptability
- Attendance and punctuality
- Dependability
- Job knowledge
- Quality control
- Work at an appropriate pace
- Observe safety and security procedure

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