



James Island Public Service District

Dedicated to Public Service Excellence

DEPARTMENT OF HUMAN RESOURCES

POSITION DESCRIPTION

CLASS TITLE: HEAVY EQUIPMENT OPERATOR	CLASS CODE: EQ10
DEPARTMENT: Solid Waste	FLSA: Non-Exempt
REPORTS TO: Solid Waste Operations Supervisor	PAY GRADE: 24
SUPERVISES: N/A	REVISED: 04/18/2018

PURPOSE AND SCOPE:

Under the direct supervision of the Solid Waste Operations Supervisor and the limited supervision of the Director of Solid Waste Services, operates all refuse collection and transport equipment, including the knuckle-boom crane, front-end loader, and the dumping trailers. Follows all the Department Safety Policies, standard operating procedures and traffic laws.

This position is designated as Essential in the event the JIPSD's Emergency Operation Plan is activated.

ESSENTIAL FUNCTIONS:

(Total of all Essential Functions Must Equal 100%)

- 75% Operates the knuckle-boom crane, front end loader and all trucks employed in the collection and transport of garbage, metal, leaves, clippings, logs & tree stumps, bulk or light refuse. Transports refuse to the landfill or other designated sites. Operates any other heavy or special equipment such as tractors, backhoe, chain saws, etc. Follows all the Dept. safety policies, standard operating guidelines and traffic laws, under the supervision of the Solid Waste operations supervisor.
- 10% Oversees all drivers and equipment assigned to his/her designated route, up to and including, Knuckle-boom, front-end loader, dump truck, transfer trailers and packer equipment. Communicates consistently with team and Supervisor to ensure completion of the assigned route on a daily basis.
- 5% Completes daily maintenance and inspection checklist of each piece of equipment assigned such as checking for leaks, wear, adequate pressure, cleanliness, and fluid levels; performs wash down when required.
- 5% Assists the Collectors as required to help meet JIPSD needs in the collection and disposal of trash, garbage, metal, and leaves.
- 5% Attends all required safety meetings and training

MARGINAL FUNCTIONS:

Performs other duties as assigned including accessing and checking JIPSD issued E-Mail account.

EQUIPMENT:

Knuckle-boom crane, front-end loader, dump trucks, garbage, solid waste, metal, and dump trailers, packer, weight tickets, instruction manuals, work orders, loading charts, hard-hat, steel toe shoes, safety glasses, protective clothing, forks, shovels, spades, rakes, brooms, radio transmitter and receiver.

WORKING CONDITIONS:

Working inside vehicle; protection from weather. Subject to temperature changes-variations in temperature which accompany heat. Subject to noise and vibration- noise/vibration, either constant or intermittent. Subject to atmospheric conditions- one or more of the following conditions may affect the respiratory system or the skin: FUMES, ODORS, DUSTS, MISTS, GASES, or POOR VENTILATION.

HAZARDS:

Conditions or situations in which there is risk of danger to life, health, or bodily injury. Includes a variety to physical hazards and conditions, such as performing tasks in inclement weather, proximity to moving mechanical parts, electrical shock, gas line explosion, working in areas where ground is unstable, traffic, exposure to insects, and snakes.

PHYSICAL DEMAND CATEGORY:

MEDIUM. Defined in the Dictionary of Occupational Titles (955.463-010) as jobs requiring occasional lifting up to 50 lbs., frequent lifts up to 25 lbs., constant lifts up to 10 lbs., and a MET level up to 6.3.

PHYSICAL JOB DEMANDS:

	Not Required	Infrequent	Occasional	Frequent	Constant
		<i>Not on Daily basis</i>	<i>0-33% of shift, 1-100 repetitions</i>	<i>33-66% of shift, 100-500 repetitions</i>	<i>67-100% of shift, 500+ repetitions</i>
Standing			X		
Walking			X	X	
Lifting		100#	50#		
Carrying		100#	50#		
Push/Pull		100#	50#		
Climbing			X		
Balancing			X		
Bending			X		
Kneeling		X			
Crawling	X				
Reaching			X		
Handling					X
Squatting		X			
Sitting					X

KNOWLEDGE, SKILLS, AND ABILITIES:

- Ability to safely operate the knuckle-boom crane and/or front-end loader.
- Knowledge of the operational limitations of the knuckleboom, its size and weight limitations, and all safety measures to be taken to insure its safe and efficient operation.
- Knowledge of the geography of the JIPSD.
- Knowledge of the operational limitations and capacities of each piece of equipment operated in refuse collection.
- Knowledge of the special hazards associated with the three-dimensional use of the knuckle-boom and its trailers.
- Knowledge of the hazards associated with the operation of equipment used in the collection of garbage, metal, leaves, small limbs, or bulk items.
- Knowledge of the South Carolina and federal traffic laws and regulations governing the operation of all vehicles involved in refuse collection.
- Knowledge of the US Occupational Safety and Health Administration (OSHA) rules and regulations governing solid waste collection practices.
- Ability to perform manual work requiring excellent physical condition and to exert up to 50 pounds of force throughout the work day in a variety of weather conditions.
- Ability to understand, issue, and follow both oral and written instructions.
- Ability to deal tactfully with the public and with colleagues.

MINIMUM EDUCATION, TRAINING, AND EXPERIENCE REQUIREMENTS:

- High School Diploma or GED plus two (2) years experience in the operation and maintenance of heavy trucks and equipment. Supervisory/team leadership experience helpful but not required. *(Candidates selected for interview for this position must physically demonstrate ability to safely operate the knuckle-boom crane and front-end loader.)*
- Must possess a valid South Carolina Class A or Class B CDL.
- Should possess the following certifications /accomplishments within one year of appointment to this position:
 - Completion of a locally scheduled series of safety lectures on the dangers of electrical shock and natural gas fires.

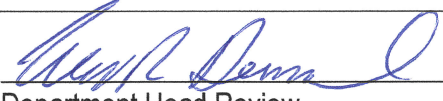
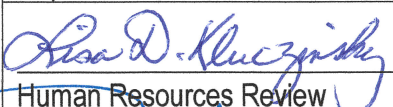
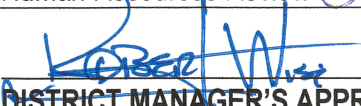
Position incumbents must have successfully completed and possess all of the following specific certifications within eighteen (18) months of the above revised date – or within eighteen (18) months of appointment to this position title. Failure to do so will result in termination of employment:

- NIMS 100PWb
- NIMS 700
- NIMS 800

NOTES:

The listing of the essential functions in this class specification is representative, not exhaustive. It is not necessarily a detailed description of all work responsibilities, and it does not give exclusive title to every function described. The indicated percentages of time are intended to be a meaningful representation but may vary. Job performance must conform to all JIPSD policies/procedures and applicable SOGs. All associates entering this position title, on or after the Revised Date above, will be required to possess the position requirements as specified on this document. This is not a contract of employment and should not be relied upon as such.

MANAGEMENT REVIEW/APPROVAL SIGNATURES:

 Department Head Review	<u>4/24/18</u> Date
 Human Resources Review	<u>4/24/18</u> Date
 DISTRICT MANAGER'S APPROVAL	<u>4/25/18</u> DATE

I certify that I have received a copy of this Position Description:

Associate's Name – Please Print Legibly

Associate's Signature

Date

*James Island Public Service District is an Equal Opportunity Employer and Provider, an At-Will Employer, and a Drug-Free Workplace.
We Participate in E-Verify.*