

Iowa Department of Administrative Services – Human Resources Enterprise
Job Classification Description

Equipment Operator Senior

Definition

Serves as a lead worker and provides or oversees specialized highway maintenance services and assists in the coordination of field operations, planning work schedules, providing leadership and guidance to equipment operators, monitoring work performed, and documenting crew activities; performs related work as required.

The work examples and competencies listed below are for illustrative purposes only and not intended to be the primary basis for position classification decisions.

Work Examples

Assists the supervisor by instructing employees, answering questions, distributing and balancing the workload, and checking work; may make suggestions on selection, promotions, and reassignments.

Assists in the inspection of highways and bridges to help ensure quality and determine maintenance needs of surface, shoulder, structures, drainage facilities, signs, traffic markings, and right of way areas; oversees crew maintenance activities in the field by ensuring staff time, materials, and necessary equipment are available.

Operates various highway maintenance equipment, such as, but not limited to, tractors, dozers, loaders, trucks, graders and snow plows performing highway maintenance duties; oversees material usage in the field and ensures crew is addressing the assigned operations properly; maintains records of the quantities of supplies used.

Determines the need for emergency highway maintenance activities by evaluating and determining road conditions during inclement weather conditions through the use of computer applications, such as the Roadway Weather Information System (RWIS), weather reports, personal observations, or reports from law enforcement officials and the general public; directs and coordinates employees in the removal of snow, ice, or hazardous materials from the highway surface through the use of plows, spreaders, maintainers, tractors, etc.; also involves coordination of work with other states, cities, counties, and other state maintenance shops and assist them if they need extra personnel in emergency situations.

Prepares daily and intermittent documentation such as time sheets, work progress, or other work-related statistics.

Maintains the service of the equipment assigned by changing oil, greasing, checking coolant levels, fluid levels, transmission and rear ends, tires, and lights, and washing; keeps other operators aware of service schedules for their assigned equipment.

Trains personnel on the safe operation of equipment and seasonal operations.

Maintains the grounds and buildings, keeps track of equipment stored in buildings and outside, and maintains inventory records which includes tracking stock room supplies, salt, sand, and salt brine usage, and other material usage.

Answers inquiries and provides information to the general public on maintenance responsibilities and duties as they relate to the use and upkeep of state property within and along the highway right of way.

Competencies Required

Knowledge:

- Mechanical – Machines and tools, including their designs, uses, repair, and maintenance.
- Building and Construction – Materials, methods, and the tools involved in the construction or repair of houses, buildings, or other structures such as highways and roads.
- Computers and Electronics – Electronic equipment, and computer hardware and software, including applications and programming.
- English Language – The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Basic Arithmetic – Addition, subtraction, multiplication, and division.

Abilities:

- Control Precision – Quickly and repeatedly adjust the controls of a machine or a vehicle to exact positions.
- Manual Dexterity – Quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects
- Static Strength – Exert maximum muscle force to lift, push, pull, or carry objects.
- Trunk Strength – Use your abdominal and lower back muscles to support part of the body repeatedly or continuously over time without 'giving out' or fatiguing.
- Extent Flexibility – Bend, stretch, twist, or reach with your body, arms, and/or legs.
- Multi-limb Coordination – Coordinate two or more limbs (for example, two arms, two legs, or one leg and one arm) while sitting, standing, or lying down. It does not involve performing the activities while the whole body is in motion.
- Oral Comprehension – Listen to and understand information and ideas presented through spoken words and sentences.
- Oral Expression – Communicate information and ideas in speaking so others will understand.
- Problem Sensitivity – Tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
- Deductive Reasoning – Apply general rules to specific problems to produce answers that make sense.
- Problem Sensitivity – Tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.

Skills:

- Equipment Maintenance – Performing routine maintenance on equipment and determining when and what kind of maintenance is needed.
- Operation and Control – Controlling operations of equipment or systems.
- Operation Monitoring – Watching gauges, dials, or other indicators to make sure a machine is working properly.
- Speaking – Talking to others to convey information effectively.

- Reading Comprehension – Understanding written sentences and paragraphs in work related documents.
- Active Listening – Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- Judgment and Decision Making – Considering the relative costs and benefits of potential actions to choose the most appropriate one.

Minimum Qualification Requirements

Applicants must meet at least one of the following minimum requirements to qualify for positions in this job classification:

- 1) Graduation from high school, GED, or equivalency, and experience equal to two years of full-time work in highway maintenance and equipment operation work.
- 2) A total of four years of education and/or full-time experience (as described in number one), where thirty semester hours of post high school education in construction technology/management, or engineering equals one year of full-time experience.
- 3) Current, continuous experience in the state executive branch that includes eighteen months of full-time work as a Highway Technician Associate.

Notes

Positions in this class require possession of a valid Commercial Learner's Permit upon hire. Within a timeframe determined by the appointing authority, a valid Commercial Driver's License with the required endorsements and applicable restrictions must be obtained and subsequently maintained to continue employment.

In conjunction with Title 49 of the Code of Federal Regulations (parts 40 and 382), this job requires a pre-employment drug screen and will require ongoing participation in the employer's random drug and alcohol testing program and will be subject to the regulations regarding the Federal drug and alcohol testing program.

Prior to starting employment, all persons are required to have a post offer, pre-employment physical verifying the physical ability to perform the duties described.

Within a period of time after hire, as determined by the appointing authority, employees in this class may be required to obtain and maintain Herbicide Applicator certification from the Department of Agriculture and Land Stewardship.

Travel, including overnight travel, may be required for positions in this class. Employees must arrange transportation to and from assigned work areas.

Within a timeframe determined by the appointing authority, employees in designated positions are required to reside within a defined driving time, during normal conditions, from the assigned work location.

Employees must respond to emergency situations as required.

Employees must be able to work up to 16 consecutive hours.

Effective date: 05/20 KMJ