

State of New Mexico

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County Clerk
575-894-2840

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County Treasurer
575-894-3524

Michael D. Huston
County Assessor
575-894-2589

Thomas Pestak
Probate Judge
575-894-2840



County of Sierra

James E. Paxon
Commissioner District 1
575-894-6215

Travis Day
Commissioner District 2
575-894-6215

Hank Hopkins
Commissioner District 3
575-894-6215

Joshua Baker
County Sheriff
575-894-9150

1712 North Date Street
Truth or Consequences, New Mexico 87901

Amber Vaughn
County Manager
575-894-6215 voice 575-894-9548

Sierra County Road Department:

Position Title: Equipment Operator

Department: Sierra County Road Department

Salary Grade:

Overtime Compensation: Any overtime will be paid as compensatory time off as per the Sierra County Personnel Policy, Ordinance . 07-002. Overtime and compensatory time must be approved by the County Manager.

Holiday Pay: See Sierra County Personnel Policy Ordinance No. 07-002 regarding holiday pay.

Probationary Period: Employees must complete a six (6) month probationary period with satisfactory evaluation.

F.L.S.A.: Regular full-time position Classified. Subject to Sierra County Personnel Policy Ordinance No. 07-002.

Reports to: Appropriate Foreman

JOB SUMMARY:

Under the supervision of the foreman this position performs a wide range of duties and skilled work. The position is responsible for general road maintenance. Operation of various equipment as required and directed. When directed, must be able and willing to work at the Sierra County Landfill or Transfer Stations and drive solid waste truck and equipment and perform other assigned duties.

MINIMUM REQUIREMENTS:

Must possess a high school diploma or GED. Preference will be given to any applicant with a minimum of two (2) year's college experience or a degree in a related field. Must possess a valid drivers license. Commercial Driver's License (CDL) will be required within twelve (12) months of employment. Must be familiar with the operations and maintenance of heavy equipment. Must have the ability to communicate effective in written and oral English.

ESSENTIAL DUTIES:

Operates grader to shape shoulders, canalize drainage areas, mix materials, cut slopes, build shoulders, lay base course material, plow snow from roadways; operates bulldozer to canalize waterways, remove overburden, excavate and loosen material at borrow site, stockpile materials to feed hoppers; operate single axle dump truck with snow plow, trailer and water tanks; operates tandem axle dump truck hauling road materials; operates large tractor to pull rollers, or other compacting equipment to compact road materials; operates loader to push materials to hopper, load dump trucks, stockpile materials, excavate culvert sites, cut slopes and backfill worksites; performs minor and major adjustments, minor mechanical repairs; loads and unloads materials and equipment; operates small dozer and truck loader to excavate structure site, canalize drainage areas, load road materials, stockpile, backfill and dress borrow pits; operates backhoe to excavate and trench; operate service truck to haul fuel and equipment; may prepare, maintain and keep records; performs minor adjustments and mechanical repairs on various pieces of equipment; participates with mechanic on major mechanical repairs; flags traffic; installs and cleans culverts and cattleguards. Repair, construct, scrapes, cleans and fills a wide range of county owned hard surface and ditches. Removes snow from count-owned roads warranted by weather conditions, Digs, grades and places conduit at various property entrances, or under roads to prevent or relive flooding and wash-outs. Operates single axle, flat bed or other cargo trucks hauling equipment, road materials, and supplies; operates a small roller and compactor to compact road materials; operates compressors and small generators to supply air and electric power for air powered and electric tools; sprays oil from rear of distributor truck; performs routine maintenance and minor repairs; loads and unloads cargo, may be required to prepare, maintain and keep minor clerical records; assists field mechanics with major repairs on equipment. Other duties as assigned.

PHYSICAL FUNCTIONS:

1. Ability to lift up to 60 pounds (i.e. up to one-third of work day) from ground to waist level as needed. Ability to lift up to 30 lbs. Frequently to constantly (i.e. from one-third up to entire work day), from ground to shoulder level.
2. Ability to sit up to four hours at one time, and up to seven and one-half hours total per day.
3. Ability to stand and/or walk up to four hours at one time, and up to eight hours total per day.
4. Ability to climb onto and off of, and crawl about heavy equipments, as needed.
5. Ability to crouch, kneel, and remain in a prone position for up to four hours at one time, and up to eight hours per day.
6. Ability to bend at waist and twist/rotate waist as necessary in excess of 100 times total per day.
7. Ability to work with arms extended and bent for up to four hours at one time, and seven and one-half hours total per day.
8. Ability to push/pull with arms with a force of up to 50 plus lbs while performing labor work.
9. Ability to use hands and wrists to screw/unscrew oil caps and filters as part of maintenance routine.
10. Ability to maintain balance while climbing in and out of equipment cabs.

FUNCTION ANALYSIS:

1. Must be able to ask questions of foreman and listen to and follow directions in English.
2. Must be able to communicate verbally with coworkers.
3. Must be able to read accurately all gauges in vehicles and on equipment and a correct judgment regarding necessary repairs.
4. Must remain up to date on use of new tools, machines, or methods used in repair of gas engines, diesel engines and heavy equipment.
5. Must be able to read and understand manuals and interpret scale drawings in order to visualize necessary repairs.
6. Must be able to apply math skills to calculate object dimensions and material amounts needed for repair work.

EQUIPMENT, TOOLS AND MATERIALS:

1. Worker may be required to operate equipment such as a loader, grader or bulldozer.
2. worker may also be required to operate industrial trucks or automobiles.
3. To assist repair or inspect work, worker may be required to operate vehicle jacks and hoists, welding torch and other welding equipment, cherry picker, transmission jacks, hoists and a dolly.
4. Tools used to assist in performance of essential duties include wrenches, a wide variety of hand tools, air guns, sledge hammer, pry bars, cheater pipes, bars and chains.
5. Materials or products used to assist in the performance of duties include lubricating sprays, solvents and rags or towels to maintain cleanliness of working surface.

WORKING CONDITIONS:

1. Temperature depends on weather conditions.
2. Performs work both indoors and outdoors.
3. Indoor duties may or may not be conducted in a temperature controlled environment. Workers is exposed to natural conditions while performing outdoor duties.
4. Worker is exposed to intermittent noise and vibration factors.
5. Worker is exposed to exhaust fumes, dust, and mists.
6. Work is conducted primarily during daylight hours.
7. Worker is exposed to diesel fumes, as well as fumes from carbon, gasoline and acetylene gas. Workers is also exposed to dusty, dirty conditions and some work is performed in areas with poor ventilation.
8. Work is performed on even or uneven terrain, while both operating equipment and performing general labor work. Surface may be wet or dry, on hard surfaces or dirt roads. Grease or oil may be found on working surfaces. Work may be performed on inclines.
9. Work hazards include gas/electrical lines, and exposure of skin to gasses and fumes.
10. Worker may perform duties along, either with or without directions. Worker may also perform duties as part of a select team.

Equipment, Tools and Materials:

1. Worker may be required to operate equipment such as a loader, grader or bulldozer. Worker may also be required to operate industrial trucks or automobiles.
2. To assist repair or inspection work, worker may be required to operate vehicle jacks and hoists, welding torch and other welding equipment, cherry picker, transmission jacks and hoists and a dolly.

3. Tools used to assist in performance of essential duties include but are not limited to wrenches, a wide variety of hand tools, air guns, sledge hammer, pry bars, cheater pipes and bars and chains.

4. Materials or products used to assist in the performance of duties include lubricating sprays, solvents and rags or towels to maintain cleanliness of working surface.

NOTE: This job description has been designed to indicate the general nature and level of work performed by the employee within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all the duties and responsibilities required of the individual assigned to this position. At the discretion of the County Manager the job duties can increase and or decrease.

Approved and hired this _____ day of _____ by:

County Manager

Human Resource Director

Employee