

WICHITA COUNTY

Job Announcement



Posting
Number: 2021-022

POSITION: Equipment Operator

LOCATION: Precinct #4 – Road & Bridge Section
2023 SH 25 North
Electra, Texas 76360

SUPERVISOR: Precinct #4 Foreman and County Commissioner

HOURS: 7:30 a.m. – 4:00 p.m., Monday – Friday (Five-Day Workweek/30 minute lunch break) On call as required. Occasional overtime may be required.

SALARY: \$30,000-33,280 Annually (Depending Upon Qualifications)

POSTING DATE: April 5, 2021

CLOSING DATE: April 20, 2021 or Open Until Filled

► JOB SUMMARY:

Equipment Operators work with Road & Bridge crewmembers to perform roadway maintenance on County roads, including hauling, transporting and mowing. Work requires the Equipment Operator to safely and skillfully operate various types of trucks, light equipment and heavy equipment to complete roadwork.

► ESSENTIAL DUTIES:

- Works under the general supervision of the Precinct #4 Foreman.
- Safely performs general roadwork and repairs.
- Drives a dump truck to haul roadway materials to job sites.
- Works with Road and Bridge crewmembers to maintain highways and rights-of-way and erect and repair guardrails, highway markers and signs.
- Safely operates heavy equipment (over 26,001 pounds) such as a backhoe, front-end loader, motor-grader and bulldozer.
- Safely operates light equipment such as a dump truck, pneumatic roller, steel-wheel roller, rotary broom, street sweeper, tractor and mowers and pickups.
- Safely operates various types of small gasoline/diesel powered equipment such as mowers, weed eaters and chainsaws.

- Safely uses various types of hand and power tools, materials and products.
- Troubleshoots and performs preventive maintenance inspections (PMI), routine servicing and minor repairs on various types of heavy, light and small equipment.
- Mixes and applies vegetation suppression chemicals to unwanted vegetation along roadways/rights-of-way.
- Fills out various required reports such as time-keeping, equipment, incident/accident and PMI forms.
- Works safely with other Road and Bridge crewmembers to set up and remove traffic control devices such as traffic cones, warning signs and barricades and flags traffic in work zones.
- Assists in sanding or cleaning bridges and roads, posting warning signs, helping the public and performing other work as directed during inclement weather, emergencies such as floods, tornadoes, snow/ice storms and accidents.
- Assists as needed in providing support to local law enforcement officials.
- Interacts with motorists regularly and assists stranded motorists as needed.
- Deals extensively with the public.
- Performs all other duties as assigned.

► **MINIMUM REQUIREMENTS:**

- Must be at least eighteen (18) years of age.
- **Education** – Must be a high school graduate or equivalent (GED).
- **Experience** – Minimum of one (1) year experience in roadway maintenance, construction or an equipment operation related field is preferred, but not required.
- Satisfactory driving record is required for driving Wichita County owned vehicles and motor driven equipment and for driving personal vehicles to conduct County business.
- Must have a working knowledge of methods, procedures, equipment and materials used in roadway construction and maintenance work.
- Must have a working knowledge of basic vehicle and equipment mechanics, maintenance and repair.
- Ability to use hand and power tools, equipment and mechanical devices of the trade.
- Must be able to communicate effectively with others, both verbally and in writing.
- Must be able to read, write and accurately record information and maintain logs.
- Must be of good, moral character.
- Must be able to conduct self in a professional manner and develop and maintain good working relationships with co-workers, supervisors, department heads, County officials and the public.

► **CONDITIONS OF EMPLOYMENT:**

- Must pass a thorough criminal background investigation conducted by Wichita County.
- Must pass a pre-employment DOT physical exam, DOT drug test and strength test (WorkSteps) paid by Wichita County.
- Will be subject to DOT drug testing including pre-employment, random, reasonable suspicion/cause and post-accident drug testing.
- Alcohol and Controlled Substance Testing Records obtained from previous employers must be satisfactory.
- Must have no convictions for Driving While Intoxicated (DWI), Driving Under the Influence (DUI) or drug offenses.
- Must have a minimal of Class B, but prefer a Class A Commercial Drivers' License (CDL) within six months (120) days after the date of employment.
- Must pass a Drivers' License check, conducted and paid by Wichita County.
- **Must be able to respond and report to work at the Precinct #4 barn within twenty (20) minutes after**

being notified of an emergency or disaster.

- Must be able to work a flexible work schedule and be available to work hours other than 7:30 a.m. – 4:00 p.m. and days other than Monday through Friday (M-F).
- Must consistently observe the work schedule established by the Precinct #4 Foreman.
- Must be punctual and attend work regularly.
- Must be available and able to work during irregular hours, emergencies and periods of disaster.
- Must be able to work out-of-doors under exposure to inclement/adverse weather conditions and temperature extremes of heat and cold.
- Must be physically able to safely move and lift loads weighing up to 50 pounds and occasionally move and lift loads weighing up to 100 pounds, such as bags of cement.
- Must be physically able to perform various motor movements during the normal workday to include standing, sitting, kneeling, squatting, bending, stooping, pushing, pulling, twisting, walking, climbing, grasping, squeezing, reaching and lifting.
- Must wear required personal protective equipment (PPE) provided by Wichita County and must comply with all safety requirements and safe practices.
- Must be able to work with chemicals associated with weed suppression and maintenance along roadways.
- Must attend regularly scheduled safety meetings.
- Must observe and comply with Wichita County's NO SMOKING policy in County-owned buildings, offices, vehicles and on property designated as NO SMOKING areas.

► **APPLY TO:**

**Wichita County
Human Resources Office
900 7th Street, Room 132
Wichita Falls, Texas 76301
(940) 766-8108**

EQUAL OPPORTUNITY EMPLOYER: It is the policy of Wichita County to recruit, hire, train, and promote persons in all job categories without regard to race, color, national origin, religion, sex, age, or disability. It is the policy of Wichita County to consider qualified individuals according to ADA standards. If notified in advance, requested accommodations will be considered. Final reasonable accommodations will be determined in accordance with ADA standards by departments after appropriate consultation. Rejected accommodations will be documented and retained on file.

TEXAS RELAY: TDD (800) 735-2989, VOICE (800) 735-2988. For candidates requesting Braille, Mobility requests, etc., please call (940) 766-8108. HR/ADA Compliance Office, Room 132, Wichita County Courthouse, 900 7th Street, Wichita Falls, Texas 76301.