



POSITION CLASSIFICATION DESCRIPTION

Job Title: Operator / Driver Apprentice

Reports To: District Supervisor

FLSA Status: Non-Exempt

Department: Road and Bridge

Division:

Location:

Prepared By/Date: Rob Englehart

April 30, 2024

Approved By/Date: Travis Anderson

Summary:

Upon receiving your CDL permit, with supervision Apprentice Operator will drive trucks to haul gravel, water roads and remove snow. Apprentice Operator will also operate most types of heavy equipment used for road maintenance.

Handwork will include but not be limited to patching potholes, trimming trees, installing signs and traffic control will be required.

Essential Duties and Responsibilities

Grading County roads, hauling gravel, install signs, traffic control, trim trees and brush, and perform snow removal in the winter months. Other duties not mentioned may be assigned.

Competency:

Must be punctual and take direction from supervisor. Will be instructed on the basic operations of older as well as newer equipment. Position will require the basic skills to safely operate heavy equipment, belly dumps, dump trucks and snowplows. Must be able to work with the general public as well as with fellow County employees.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty to the satisfaction of the district supervisor. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Experience:

Previous work experience in heavy construction would be advantageous for this position.

Language Ability: English

Math Ability: Basic

Reasoning Ability: To make decisions and move forward with assigned tasks.

Computer Skills: Not a requirement

Certificates and Licenses: Class B CDL will be required within the first 3-month period. A Class a CDL driver's license will be required within a 6-month period of being hired.

Supervisory Responsibilities:

This job has no supervisory responsibilities.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Work environment can involve weekends and long hours during inclement weather.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Physical demands include being able to mount and dismount large equipment and trucks safely in all types of weather. Handwork such as shoveling or raking may be required for some Job Tasks.

Probationary Period:

This position will have a 12-month Probationary period. Employment with Montezuma County is at-will.

USE OF THIS JOB DESCRIPTION

THIS JOB DESCRIPTION DOES NOT CONSTITUTE AN EMPLOYMENT AGREEMENT BETWEEN THE COUNTY AND THE INCUMBENT IN THE POSITION.

Nothing in this position description restricts Montezuma County's ability to assign, reassign or eliminate duties and responsibilities of this job at any time. The description reflects Montezuma County's assignment of essential functions. It does not prescribe or restrict the tasks that may be assigned. Critical features of this job have been described. Those features may change at any time due to reasonable accommodation, as the needs of the County change or other reasons deemed appropriate by the County.

I have received the (job title) _____ job description dated (revised date)_____. I understand that I am to become familiar with its contents.

Signature of Employee

Name of Employee

Date