



# Equipment Operator I

## Job Description

Department: Public Works  
Position: Career Service  
Grade: 720  
Supervisory: No  
Reports to: Roads Supervisor

### Summary

Under close to general guidance and direction of the Roads Supervisor, operates light and heavy equipment including, woodchippers, generators, dump trucks, loaders, and other specified vehicles to support Utah County's, construction, maintenance, and emergency operations. Performs entry-level, routine, and or less complex tasks.

### Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Transport heavy equipment and various materials for Utah County construction, maintenance, and emergency operations; operate commonly used heavy equipment, including but not limited to, dump trucks and pup, dump truck with trailer, tractor and side dump, or tractor with transport trailer, as needed.
2. Operate a variety of commonly used hand tools and equipment, both motorized and non-motorized, including, but not limited to, tampers, asphalt saws, shovels, picks, and rakes.
3. Operate a variety of commonly used light equipment, including, but not limited to, woodchippers, generators, trash pumps, and air compressors.
4. Operate a variety of commonly used heavy equipment, including, but not limited to, loaders, backhoes, asphalt rollers, water trucks, and street sweepers.
5. Perform daily safety checks and routine basic repairs to maintain light and heavy equipment.
6. Respond to snow removal operations and emergencies on a twenty-four (24) hour on-call basis; remove snow on County roads using a dump truck with plow and sander attachments.
7. Trench and construct ditches for the installation of culverts, water pipes, and sewer pipes.
8. Repair and install fences and guardrails to ensure compliance with County road standards and dig post holes as needed.
9. Operate chain saws, pruning saws, and hand pruners for tree removal and trimming.
10. Perform road maintenance and patching activities.
11. Pick up trash and debris from County roads, streams, and rivers.
12. Assist with land clearing for new road construction.
13. Maintain accurate daily records of work completed.

### For Office Use Only

Job Code: 7020  
Job Title: Equipment Operator I  
FLSA: Non-Exempt  
Effective Date: 3/20/2025  
Public Safety: No

Worker's Compensation: Roads  
Background Level: I  
Safety Sensitive: Yes  
DOT: Yes  
ML: Individual Contributor

### **Knowledge, Skills, and Abilities**

- Basic Knowledge of road construction and maintenance including patching, grading, and snow removal
- Knowledge of emergency operations related to County roads
- Knowledge of pre-operation equipment checks and basic maintenance procedures
- Knowledge of safety regulations and procedures related to heavy equipment operations
- Skilled in operating a variety of heavy equipment, including, but not limited to, hauling, grading, winter maintenance, and cleaning equipment, such as dump trucks, loaders, and snowplows
- Skilled in operating a variety of light equipment, including, but not limited to, woodchippers, generators, trash pumps, and air compressors
- Skilled in operating a variety of hand tools and equipment, both motorized and non-motorized, including, but not limited to, chain saws, pruning saws, tampers, and asphalt saws
- Skilled in performing daily safety checks and basic equipment maintenance on light and heavy equipment
- Skilled in reading, writing, and basic math
- Ability to perform physical demanding tasks in various weather conditions
- Ability to follow instructions, work under pressure, and adapt to changing work conditions
- Ability to maintain cooperative relationships with those contacted during the course of work activities

### **Supervisory Responsibility**

This position has no direct supervisory responsibility.

### **Work Environment**

This job operates primarily in a professional office environment, but also requires extended periods of outdoor work, occasionally in varying weather conditions, including heat, cold, or inclement weather. Employees are exposed to environmental hazards such as fumes, noxious odors, bodily fluids, dusts, mists, gases, poor ventilation, electrical hazards, as well as potential physical hazards and to possible bodily injury from moving machinery, tools, or equipment. Work may expose the incumbent to hazardous chemicals, unknown, dangerous, and/or life-threatening conditions. This job requires the use of protective devices as mandated by Occupational Safety and Health Administration (OSHA) and other relevant regulatory entities. This role routinely uses standard office equipment such as a laptop, desktop, smartphone, photocopiers, shredders, and filing cabinets. The noise level in the work environment is usually moderate. The incumbent is required to drive Utah County owned vehicles in the course of conducting County business and must abide by the Utah County Vehicle Policy.

### **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.

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While performing the duties of this job, the employee is required to use a high degree of manual dexterity to handle, feel, and operate equipment, tools, and controls, and reach with hands and arms. The employee is frequently required to stand, talk, and hear, kneel, twist, climb, walk, and bend. Specific vision abilities by this job include close vision, ability to adjust focus, and ability to distinguish between shades of color and patterns. The employee will be required occasionally to work at various heights, on ladders, on various lifts, and in confined spaces. The employee is required to type, file, and frequently lift supplies and equipment up to seventy-five (75) pounds and occasionally up to one hundred (100) pounds. The employee regularly drives a motor vehicle.

### **Position Type/ Expected Hours of Work**

Incumbent must work forty (40) hours each week to maintain full-time status. There may be availability to work out a flex schedule ahead of time that works for both the County and the employee. Evening, weekend, and extended or irregular hours, including nights, may be required as job duties demand.

### **Required Education and Experience**

1. High school diploma or equivalent.
2. Three (3) years of general road construction work experience.

### **Additional Eligibility Qualifications**

1. Applicants must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment.
2. Selected applicants will be required to submit to a pre-employment drug screen and background check.
3. Selected applicants must obtain the following certifications during the probationary period for new hires or trial period for promoted County employees and must maintain all required certifications during employment. Selected applicants or county employees may also be required to obtain additional certifications as directed.
  - a. Utah Class A Commercial Driver's License (CDL) with no restrictions
  - b. Forklift Operator Certification
  - c. Flagger Certification

### **Career Ladder Advancement**

For career ladder advancement from a lower classification level of this series to a higher one, there must be funding in the budget and the employee must:

1. Possess the required licensure and certifications of the higher classification level.
2. Meet the education and experience requirements and the class characteristics of the higher classification level.
3. Receive written recommendation from the department head.
4. Receive approval from the Director – Human Resources.

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**AAP/EEO Statement**

It is the policy of Utah County Government to assure equal employment opportunity to its employees and applicants for employment without regard to race, color, religion, national origin, disability, age, sex, sexual orientation, genetic status or gender identity.

**Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee of this job. Duties, responsibilities, and activities may change at any time.

Utah County Government is a drug-free workplace.

**Acknowledgement below to be completed after an offer has been extended and accepted.**

This job description has been approved by the Office of Human Resource Management in consultation with the Department Head.

Signature below constitutes an understanding of the requirements, essential functions and duties of the position.

Candidate / Employee \_\_\_\_\_ Date \_\_\_\_\_

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