

JOB TITLE: Dump Truck Driver

12/06

DEPARTMENT: Road, Hart County

JOB SUMMARY: This position is responsible for operating a dump truck to haul dirt and transport materials to and from work sites. This position may also perform a variety of laboring tasks when not operating a dump truck.

MAJOR DUTIES:

- Operates a tandem dump truck to haul gravel, dirt, asphalt and other materials to and from work sites
- Operates a front-end loader to load and move materials
- Operates a water truck to clear debris from pipes
- Spreads gravel on dirt roads
- Removes trash, debris and dead animals from roads
- Assists in removing and reconstructing bridges
- Replaces or repairs road signs
- Cleans equipment
- Performs various laboring tasks as required
- Performs routine inspections of equipment and maintains a record of inspections
- Operates chainsaw to remove trees and limbs
- Operates metal saw to cut pipe and asphalt
- Operates sand truck in inclement weather
- Performs other related duties as assigned

KNOWLEDGE REQUIRED BY THE POSITION:

- Knowledge of county and departmental policies and procedures pertaining to road and drainage system maintenance and improvement

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- Knowledge of defensive driving techniques
- Knowledge of basic mechanics
- Skill in operating a dump truck, trailer, front-end loader, tractor, lowboy and other related equipment
- Skill is using such tools as a chainsaw, shovel and pick.

SUPERVISORY CONTROLS: The Road Superintendent assigns work in terms of general instructions. The work is spot checked in progress and upon completion for compliance with instructions and established procedures, accuracy and the nature and propriety of the final results.

GUIDELINES: Guidelines include state, county and departmental policies and procedures, relevant laws, work orders and supervisory instructions. These guidelines are clear and specific, but may require some interpretation in application.

COMPLEXITY: The work consists of related tasks in operating a dump truck and performing laboring tasks.

SCOPE AND EFFECT: The purpose of this position is to operate a dump truck and perform various laboring tasks. Successful performance facilitates the construction and maintenance of county roads.

PERSONAL CONTACTS: Contacts are typically with co-workers, prison detainees and the general public.

PURPOSE OF CONTACTS: Contacts are typically to exchange information and provide services.

PHYSICAL DEMANDS: The work is typically performed with the employee sitting, standing, walking, bending, crouching or stooping. The employee must frequently lift light and heavy objects and use tools or equipment requiring a high degree of dexterity.

WORK ENVIRONMENT: The work is typically performed outdoors. The employee is exposed to noise, dust, dirt, grease occasional inclement weather and machinery with moving parts. The use of protective devices may be required.

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SUPERVISORY AND MANGEMENT RESPONSIBILITY: None

MINIMUM QUALIFICATIONS:

- Ability to read, write and perform mathematical calculations.
- Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- This position is required to supervise state inmate labor. Employee must pass the Department of Corrections three day certification within the time frame required by this department which is normally within six months but may be altered.
- Possession of or ability to readily obtain a valid drivers license issued by the State of Georgia for the type of vehicle operated (Class B CDL).