

KITSAP COUNTY CLASS SPECIFICATION

TITLE: APPRENTICE OPERATOR

DEPARTMENT: Public Works

REPORTS TO: Road Supervisor, Assistant Supervisor

GENERAL STATEMENT:

This is skilled and manual work in the maintenance and construction of County roads and bridges for the Kitsap County Public Works Department. The incumbent is responsible for operating heavy-duty construction equipment and performing a wide variety of manual labor duties. An employee in this classification also operates other equipment in a training mode, in order to learn the duties of higher classified positions. Assignments involve responsibility for safe operation of equipment and safety of others working in the immediate area.

Work is performed in accordance with standard trade practices and in compliance with federal, state and local regulations and reviewed periodically for thoroughness, timeliness, and conformance with instruction and trade standards.

ILLUSTRATIVE EXAMPLES OF DUTIES: (Any one position may not include all of the duties listed nor do the listed examples include all tasks which may be found in positions of this class.)

Essential Job Functions:

Operate heavy duty road construction equipment such as: Chip spreaders, pull pavers, screeds, rubber tired compactors, rollers (compactor), mowers, flat bed trucks, patch trucks, fuel truck, single and tandem axle trucks, mobile sweeper, spray trucks, catch basin cleaner, etc.

Act as crew lead in routine road maintenance operations such as brushing, cleaning culverts, digging or cleaning ditches, reshaping and improving shoulders, clearing debris from road surface, paving operations, repairing bridges or guardrails, patching, sweeping, hole filling and leveling of surfaces.

Work under unfavorable working conditions such as in inclement weather, and in heavy traffic conditions, car exhaust fumes, traversing rough, undeveloped terrain or construction sites, shoveling material, or picking up debris

Clear snow and slides from roads.

Install drainage facilities.

Load and unload supplies, equipment and other materials.

Perform preventative maintenance on equipment and hand tools; lubricate equipment and make minor mechanical repair.

Operate other heavy equipment for training purposes and, upon certification, as assigned.

Promote safe work practices, including safe operation of equipment and safety of others working in the immediate area, and public relations practices.

Act as flag person; place traffic cones and other devices to assure a smooth flow of traffic.

Maintains daily reports on time, equipment usage and material handling.

Lift carry and utilize tools and equipment weighing up to 50 pounds.

Appear for scheduled work with regular, reliable and punctual attendance. Establish and maintain cooperative, effective, and productive working relationships using tact, patience and courtesy. Effectively plan and organize work and complete tasks within prescribed timeframes.

May be required to work over 40 hours in a workweek.

Other Job Duties:

Perform other related duties as required.

WORKING CONDITIONS/ PHYSICAL ACTIVITIES:

The work involves heavy physical labor performed over extended periods of time, often under unfavorable working conditions and in inclement weather and involves the safe operation of heavy, road construction and maintenance equipment. May be required to bend, reach or stoop while traversing rough, undeveloped terrain or construction sites. Visual acuity is required to review plans and insure work is progressing in accordance with plans. Sitting for extended periods while operating heavy equipment. When performing flagging duties, the incumbent will be required to stand for long periods of time. Must possess the physical strength, agility and coordination required to operate heavy equipment, such as backhoes, pavers, dozers and graders.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Principles, practices, standards and methods of the operation of road construction-related equipment. Occupational hazards and safety precautions associated with the operation and maintenance of heavy-duty construction equipment. Applicable traffic laws, ordinances and rules.

Skilled In: Interpersonal relationships using tact, patience and courtesy. Oral and written communications. Establishing and maintaining cooperative and effective working relationships with others. Planning and organizing work.

Ability to: Understand and carry out oral and written instructions. Work independently and as part of a team in the performance of assigned duties. Operate heavy construction-related equipment in a safe and skillful manner. Accurately maintain logs of time and material used.

QUALIFICATIONS:

Six months experience in road maintenance and construction or related work for Kitsap County and one year experience operating heavy road maintenance equipment.

An employee employed in a regular Apprentice Operator position shall be advanced to, and receive the wages of, an Equipment Operator following one year within the classification of Apprentice Operator provided the employee passes his/her probationary period and is certified by the supervisor to effectively operate a minimum of four pieces of (OP) equipment for the Equipment Operator class listed in Appendix D of the Collective Bargaining Agreement between Kitsap County and the Council.

LICENSES, CERTIFICATES AND OTHER REQUIREMENTS:

Must possess a Class A Commercial Driver's License (CDL) with Endorsement N for the operation of related equipment including certification to operate vehicles with air brakes and the appropriate amount of automobile insurance. Must have a safe driving record subject to verification.

Prior to appointment, a selected applicant must provide a Record of Driving History from the Washington State Department of Licensing.

NOTE: In accordance with federal regulations and Kitsap County Drug and Alcohol Policy and Procedures, no applicant will be allowed to work in this position for Kitsap County until he/she has successfully passed urine drug testing.

Must possess Washington State Industrial First Aid certification and Washington State Traffic Flagging Certification.

In accordance with WAC 296-817-400, medical evaluations, which may include audiometric testing, will be conducted on successful applicants prior to employment.

For personnel engaged in the spraying of insects and/or weeds, a State certified pesticide operator's license is required.

A criminal background check through law enforcement agencies will be conducted on all successful applicants prior to their being appointed to this position.