

CLINTON COUNTY ROAD COMMISSION  
JOB DESCRIPTION

TITLE: HEAVY TRUCK DRIVER

FLSA: Non-exempt

GENERAL SUMMARY:

Under the direction of the Director of Operations and District Supervisors, operates equipment to perform road maintenance and construction activities. This is an advanced position that involves considerable knowledge of the complex equipment listed under essential functions. Since much of the work is seasonal, the ability to operate other equipment and other labor functions is necessary.

ESSENTIAL FUNCTIONS:

1. Checking equipment to be used daily to maintain efficiency and safe operational status. Pre-trip inspection (i.e., checking fluid levels, tires, lights, brakes, etc.). This includes daily greasing of all fittings.
2. Driving a single and/or tandem axle dump truck while performing various duties (i.e., hauling material, dumping, and spreading road material, etc.) on county roads and state trunklines.
3. Ability to perform summer and winter maintenance duties located within the road right-of-way including all types of road surfaces, shoulders, bridges, and ditches as assigned by the Director of Operations and/or District Supervisors. Some duties include but are not limited to patching and crack sealing of hard top roads, sealcoating, grading/berming gravel roads, shoulder maintenance repair, mowing right-of-way, culvert cleaning and repair, snow removal, sanding and salting for ice control on county roads and state trunklines.

OTHER FUNCTIONS:

Candidates who cannot perform some or all these duties because of disabilities will nevertheless receive full consideration for the job based on their ability to perform essential functions.

1. Using hot and cold asphalt bituminous patching materials.
2. Picking up dead animals, debris, etc.
3. Cutting brush and trees in the road right-of-way.
4. Installing/repairing road signs and markers as well as acting as a flag person.
5. Installing/repairing/removing guardrail and snow fence.
6. Driving a tractor with mower attachments.
7. Operating a tractor truck and trailers (i.e., lowboy trailer, tandem trailer, backhoe trailer, and tank trailers).
8. Operating various power equipment such as but not limited to: chainsaws, brush chippers, crack sealer machines, dura patching machine, vibratory compactors and rollers, air compressors and air tools, pumps, generators and electric hand tools of all types.

9. Must be able to perform miscellaneous labor tasks such as but not limited to changing underbody blades, lifting heavy objects, unloading materials from truck beds, carrying and setting up barricades and signs for lane closures, and clear driving lanes of roadkill.

The typical duties stated herein are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all duties and responsibilities of personnel so classified.

MINIMUM REQUIREMENTS:

The following are required to enable job holders to perform the essential function of the job.

1. SKILLS/KNOWLEDGE:

- Must be able to read all gauges on equipment and make correct judgments in the operation of equipment.
- Must be able to accurately estimate distances for the safe operation of equipment and understand/apply traffic laws and other regulations.
- Must be able to perform simple estimates of time needed to perform a job, and determine distance, height, and depth in relationship to the operation of equipment.
- Must be able to complete an accurate daily Clinton County Road Commission timecard, map, and work progress report.
- Road construction experience preferred
- Snow removal/ deicing experience preferred
- Ability to deal with the public courteously and effectively.

2. EDUCATION:

- A high school education, GED, or equivalent educational preparation.
- A commercial driver's license (C.D.L.) class A for manual transmission with an 'N' endorsement as required by law and the Clinton County Road Commission Commercial Drivers' License Policy.

This job cannot be adapted so that someone with difficulty reading or writing can fully meet job demands.

3. PHYSICAL REQUIREMENTS:

Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the essential functions of the job with reasonable accommodation.

- Must be able to lift 100 pounds up to 3 feet high while twisting, bending, etc. for up to 15 seconds.
- Must be able to shovel items up to 25 pounds to a maximum height of 3 feet for up to 30 seconds.

- Must be able to maintain balance while climbing in and out of equipment cabs at all times. Vehicles generally have 2 to 4 steps that elevate the operator to an estimated height of 6 to 7 feet.
- Must be able to coordinate use of hands and eyes in the operation of equipment.
- Must be able to sit and operate equipment for up to 4 hours without a break.
- Must be able to stand upright, walk, bend at the waist, and twist/rotate at the waist.
- Must be able to push with legs to greater than 50 pounds of force to operate foot controls continuously.
- Must be able to use hands and fingers to grasp/manipulate levers and steering wheel continuously.

4. VISUAL ACUITY, HEARING, SPEAKING:

Candidates whose disabilities make them unable to meet these requirements will still be considered fully qualified if they can perform the essential functions of the job with reasonable accommodation.

- Must be able to ask questions of their supervisor, listen and follow directions.
- Must be able to communicate verbally with co-workers and the public courteously.
- Must be able to communicate verbally on the radio system and telephone in a courteous manner.

5. ENVIRONMENT AND SCHEDULING:

- Environmental conditions include operating equipment under adverse weather conditions (i.e. extreme cold and heat); extremes of noise and vibrations; fumes and dust may be present while operating or near equipment; and wet and/or humid conditions especially when exposed to weather and extreme heat conditions.
- Hazardous conditions include moving parts on equipment and machines; exposure to power and gas lines as well as other utilities; and traffic encountered while operating equipment and machines.

**NOTE:** The above description has been developed based on the guidelines as defined by the Americans with Disabilities Act (1990). Typical duties were identified through on-site analysis and confirmation from the employer. This description is intended to indicate the kinds of tasks and levels of work difficulty that will be required of positions that will be given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his/her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

## **Job Description Acknowledgement Form**

**I certify that I have received a copy of the Heavy Truck Driver job description from the Clinton County Road Commission.**

\_\_\_\_\_  
**Employee First and Last Name**

\_\_\_\_\_  
**Employee #**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Supervisor Signature**

\_\_\_\_\_  
**Date**