

APPANOOSE COUNTY SECONDARY ROAD DEPT.

Job Description

JOB TITLE: Truck Driver

Exempt (Y/N): No

SALARY LEVEL: \$25.96

SUPERVISOR: ROAD FOREMAN

PREPARED BY: RHEA D WILSON

APPROVED BY: BRAD SKINNER, PE & LS

FULL TIME

DIVISION: SECONDARY ROADS

DEPARTMENT: MAINTENANCE

DATE: 04/16/2024

SUMMARY: Drives tandem- or semi-truck trailer, with capacity of more than 3 tons, to transport materials to and from specified destinations by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Drives truck to destination. Maintains truck load information such as gravel scale ticket and delivery information.

Maintains truck log according to local, state and federal regulations.

Maintains telephone or radio contact with supervisor to receive delivery instructions. Loads and unloads truck.

Inspects truck equipment and supplies such as tires, lights, brakes, fuel, oil, and water.

Performs minor roadside and normal equipment service and repairs such as but not limited to installing light bulbs, tire chains, and fuel system requirements.

Understands Code requirements and applies proper equipment for securing loads such as chains, binders and tarps.

Responsible to pull trailer and move the CAT 315 Excavator when needed. Shall assure that loads on trailer are properly secured.

Drives snow removal equipment, consisting of truck equipped with adjustable snowplow or blower unit and spreader. During winter months install, remove, and store tire chains.

NON ESSENTIAL DUTIES AND RESPONSIBILITIES

Perform various operations using equipment listed under Machines, Tools, Equipment & Work Aids. Performs road maintenance work such as but not limited to traffic control, brush removal, pavement patching, and other road maintenance activities.

MACHINES, TOOLS, EQUIPMENT, & WORK AIDS USED (but not limited to): Motor Grader, tractor mower, dump truck, shovel, chain saw, tire chains, large knife, sledge hammer, wrench (hand & power), grease gun

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. 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.

EDUCATION and/or EXPERIENCE:

One year certificate from college or technical school; or three to six months related experience and/or training; or equivalent combination of education and experience.

LANGUAGE SKILLS:

Ability to read and comprehend simple instructions, short correspondence, maps and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to

compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY:

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS:

VALID IOWA DRIVERS LICENSE CLASS "A" W/AIR BRAKE ENDORSEMENT

Ability to be insured through County Workers Compensation and liability insurance.

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.

While performing the duties of this job, the employee is frequently required to sit, reach with hands and arms, talk or hear, and taste or smell. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; climb or balance; and stoop, kneel, crouch, or crawl.

Surface types: Concrete, earth, grass, granular, and metal.

Terrain types: Various (smooth to ruff)

Hand Controls: both hands

Foot Controls: both feet

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 50 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

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.

While performing the duties of this job, the employee frequently works in outside weather conditions and is frequently exposed to fumes or airborne particles and vibration. The employee occasionally works near moving mechanical parts; in high, precarious places; and with explosives and is occasionally exposed to wet and/or humid conditions, toxic or caustic chemicals, extreme cold, extreme heat, risk of electrical shock, and risk of radiation.

The noise level in the work environment is usually loud.

COMMENTS:

PROTECTIVE CLOTHING AND PERSONAL DEVICES: Earplugs, goggles or safety glasses, hard hat, gloves,

DEFINITION OF: PHYSICAL DEMANDS/WORKS ENVIRONMENT

Regularly = 67%+

Frequently = 34% to 66%

Occasionally = 0% to 33%