

**MONTGOMERY COUNTY GOVERNMENT
ROCKVILLE, MARYLAND
CLASS SPECIFICATION**

**Class Code: 005114
Grade: 12
FLSA: N**

EQUIPMENT OPERATOR APPRENTICE

DEFINITION OF SERIES:

This is semi-skilled and skilled work involving the operation of hand and power tools, heavy equipment, and other vehicles in the repair, maintenance, and construction of highways and roadways in Montgomery County.

DISTINGUISHING CHARACTERISTICS:

This is the training level in the Equipment Operator classification series responsible for performing semi-skilled work involving the use of hand tools, small power equipment, and the operation of heavy equipment to perform highway construction and maintenance related tasks. An incumbent in this classification is not required to have previous experience, but is required to possess either a valid Class "B" Commercial Driver's License or an Instructional Permit for a Class "B" Commercial Driver's License issued by state of residence for entry into this classification. This classification is distinguished from the Equipment Operator I in that the Equipment Operator Apprentice learns to operate a limited range of heavy equipment while performing a narrower scope of work.

MAJOR DUTIES:

An employee in this occupational class typically works as part of a crew and uses hand tools (shovels, rakes, lutes, picks, mattocks, tampers, etc.); operates power equipment (push and commercial walk behind mowers, tractor mowers, weed cutters, edgers, plate tampers, chainsaws, pole saws, air compressors, jack hammers, paint sprayers, concrete mixers, concrete saws, trenchers, etc.); and operates gasoline and/or diesel powered vehicles that require a Class "B" Commercial Driver's License (CDL) to perform various highway maintenance and construction related tasks. The nature of the equipment used in the work requires instruction and practice to safely perform the assigned duties.

EXAMPLES OF DUTIES: (Illustrative Only)

- Learns to operate and performs daily maintenance on push mowers, commercial walk behind mowers, tractor mounted mowers, and other similar power equipment.
- Learns to perform federally mandated, manufacturer-recommended, and other general inspection and preventative maintenance tasks on assigned heavy equipment such as dump trucks, front end loaders, skid loaders, rollers, etc.
- Plants and maintains shrubs and other vegetation.
- Loads and unloads work materials.
- Provides assistance in trench excavation.
- Assists in snow removal operations by mounting snow blade and abrasive distribution attachments to vehicles; filling sand barrels; directing yard traffic during loading operations; shoveling snow from walkways; and working as a helper on snow removal vehicles.
- Works as a "leaver" raking leaves into a truck mounted vacuum.
- Responds to and assists in addressing a variety of weather-related or similar issues, such as downed trees, clogged storm drains, and similar urgent situations.

- Under the supervision of a licensed CDL driver, learns to operate twenty-six thousand (26,000) to thirty-five thousand (35,000) GVW dump trucks.
- Under the close supervision of a licensed CDL driver, may be trained on, and perform limited operation of loaders, rollers, and other heavy equipment.
- Learns to use assigned hardware and specialized and general software.
- Performs other related duties as required.

SUPERVISORY CONTROLS:

The employee receives specific instructions and assignments from the supervisor or designated licensed CDL driver. An employee learns and performs the work based on detailed instructions and established processes and consults with higher-level staff on new tasks or deviations from the provided instructions or processes.

SUPERVISION EXERCISED: Employees in this classification do not supervise other positions.

GUIDELINES:

The procedures for performing the work are well established and the employee performs work according to specific guidelines and procedures. The employee exercises some judgment in the selection and use of the equipment used in performing the work. Any deviations from established procedures are approved by the supervisor.

COMPLEXITY:

The work has established steps, processes, and procedures; however, the employee is required to exercise a reasonable degree of judgment within the established procedures to adjust to various situations such as traffic, road conditions, weather conditions, etc.

SCOPE AND EFFECT:

Work performed by employees in this classification support the safe, effective operation and maintenance of heavy equipment and power equipment. Employees support a variety of highway and roadway related repair, maintenance, and construction activities, as well as responding in urgent and/or emergency situations, including in adverse conditions, to assist in maintaining clear roadways and highways for the public. Work ensures that roadways and highways remain functional and accessible.

CONTACTS:

Contacts are generally limited to the crew to which the position is assigned and typically encompass receiving instructions and exchanging work information.

PUBLIC SERVICE /ASSISTANCE:

The work may entail some public service and/or assistance, but it is incidental to the primary duties and responsibilities of the class.

HAZARDS:

Employees must work in severe weather conditions, and are regularly exposed to hazards such as grease, dirt, asphalt, and other bituminous products, noxious or malodorous fumes, high levels of dust, as well as risks from moving vehicles, machinery, heavy equipment, and other traffic and construction hazards.

MINIMUM QUALIFICATIONS:

Education: Ability to read and write and carry out oral and written instructions in English.

Experience: None

Substitution: None

Equivalency: None

Knowledge, Skills, and Abilities:***Basic Knowledge of:***

- Knowledge of baseline characteristics of assigned vehicles/equipment and ability to effectively and safely operate and perform operator-level general inspections and preventive maintenance tasks on them.
- Knowledge of and ability to use power take-off to safely transfer power to the various working aspects of the equipment's components and to ably use the levers, buttons, and pedals to smoothly control them.
- Knowledge of applicable Motor Vehicle Administration and highway regulations for safe, legal operation of the vehicles/equipment used.
- Knowledge of and ability to legally, effectively, and safely load, secure, and transport cargo to prevent shifting/departing.
- Knowledge of and ability to legally, effectively, and safely rig vehicles, loads, and products for towing.

Skill In:

- Safely operating assigned vehicles/heavy equipment, towed units, and other miscellaneous equipment to prevent equipment damage and/or personal injury.

Ability to:

- Learn to safely operate and perform operator level general inspections and preventative maintenance tasks on assigned vehicles and equipment.
- Ability and willingness to perform work for prolonged periods in severe weather and under adverse road conditions.
- Ability to understand and effectively carry out verbal and written instructions.

Licenses, Registrations, Certifications, or Special Requirements:**At Time of Employment Application**

Must possess and maintain at all times either a valid Class "B" Commercial Driver's License or an Instructional Permit for a Class "B" Commercial Driver's License issued by state of residence.

First Day of Employment

Must possess and maintain at all times either a Class "B" Commercial Driver's License (CDL) or an Instructional Permit for a Class "B" Commercial Driver's License issued by state of residence.

Upon Completion of Probationary Period

Must possess and maintain at all times a valid Class "B" (or equivalent) Commercial Driver's License (CDL) issued by state of residence.

Work Environment:

The employee works outdoors, mounted inside vehicle cabs and atop open vehicles and dismounted, and is regularly exposed to severe weather, adverse road/driving conditions, grease, dirt, asphalt, and other bituminous products, noxious or malodorous fumes, high levels of dust and similar unpleasantness and discomforts, as well as risks from moving vehicles and machinery and other traffic and construction hazards. Regular use of safety equipment is essential; special precautions safeguard the worker and others.

Physical Demands:

Moderate to significant physical effort is required to perform manual labor tasks that include pushing, pulling, lifting, and carrying materials weighing up to 100 pounds, as well as occasionally transporting heavy loads over rough, uneven, or rocky surfaces, or pushing, pulling, and lifting objects and tools weighing over 100 pounds.

PROBATIONARY PERIOD:

Individuals appointed to a position in this class will be required to serve a probationary period of six (6) months, during which time performance will be carefully evaluated. Continuation in this class will be contingent upon successful completion of the probationary period. An employee may not remain in this classification for longer than twelve (12) months and will be non-competitively promoted to the Equipment Operator I classification upon attaining the required Class B CDL licensure, one (1) year of experience operating the vehicles/equipment assigned to the Equipment Operator Apprentice classification, and satisfactorily demonstrating the ability to perform the work of the class.

BARGAINING STATUS: Positions assigned to this class are normally in the Service, Labor, and Trades (SLT) bargaining unit.

MEDICAL PROTOCOL: Core II Exam with a Drug/Alcohol Screen.

PROMOTION POTENTIAL: Equipment Operator I

CLASS SPECIFICATION HISTORY:

Class Established: July 2005
Classification Study: March 2006 (M)
August 2013
Classification Study: June 2024