**Class Summary**

The responsibilities of this classification include assigning and coordinating the work of Equipment Operator In-Training and Equipment Operator employees, in addition to performing the full range of duties associated with those classifications.

**Distinguishing Characteristics**

This is the third level in a three level classification series. Incumbents provide assistance and lead direction to a group of assigned Equipment Operator In-Training and Equipment Operator employees. The work involves coordinating assignments, monitoring work flows, and ensuring timely completion of work; ensuring adherence to schedules, standards and equipment operating requirements; and ensuring compliance with equipment operating policies and procedures.

It is distinguished from an Equipment Operator in that the incumbents perform lead duties over assigned incumbents within the Equipment Operator In-Training and Equipment Operator classifications.

**Examples of Duties**

*In addition to the duties listed below, incumbents in this classification may be required to perform all or some of the duties contained in the Equipment Operator classification:*

1. Assist in workload planning, prioritizing and assigning work schedules.
2. Coordinate the work of and provide assistance to Equipment Operator In-training and Equipment Operator workers.
3. Assist in the training of other Equipment Operator workers.
4. Assign work, and control and monitor workflow.
5. Respond to questions and advise crewmembers as requested; instruct crewmembers on work assignments.
6. Provide feedback to higher-level staff on employee and teamwork performance as well as any behavioral and attendance issues.
7. Advise crewmembers when their work is deficient or is in violation of established policy or procedures.
8. Maintain a variety or records including work performed, time spent, material used, operating logs, and related information.
9. Identify staffing needs, coordinate special projects.
10. Stockpile and haul road construction materials.
11. Perform other duties as assigned.

**Knowledge/Skills**

Knowledge of driving laws, automotive systems, and Seattle/King County roadways and surrounding street systems

Knowledge of operational manuals

Knowledge of road building materials

Knowledge of road conditions and routes

Knowledge of basic construction survey principles

Knowledge of and ability to apply construction safety principles and practices

Knowledge of federal, state, county and local environmental regulations related to the work

Knowledge of traffic control methods

Basic knowledge of blueprints, plans and specifications

Communications skills (oral and written)

Customer service skills

Basic mathematics skills

Skill and mechanical aptitude in use and care of tools and equipment

Skill in heavy equipment operations

Demonstrated experience in heavy equipment operations

Skill in operating equipment in high-density traffic under adverse weather conditions

Ability to effectively engage in and sustain relationships with people from diverse cultures and socio-economic backgrounds

Ability to work independently and as a team member

Demonstrated proficiency with business applications, such as Microsoft Office suite

**Education and Experience Requirements**

Any combination of education and experience that clearly demonstrates the ability to perform the job duties of the position

**Licensing, Certification and Other Requirements**

Washington State Driver’s License

Commercial Driver’s License class B with air-brake endorsement

Washington State Department of Transportation medical card

Certification from the Solid Waste Association of America (SWANA) or other specialized certifications or licenses (some positions)

Some licenses, certifications and other requirements determined to be necessary to meet the business needs of the employing unit may be required

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| --- | --- |
| **FLSA Designation** | Non-Exempt |
| **Service Status** | Career Service |
| **EEO Code** | 8 |
| **Levels within same series** | Equipment Operator In-Training  Equipment Operator  Equipment Operator-Lead |
| **Class History** | 07/2017 - Created |