DUNCANVILLE ISD

Writing success stories, one student at a time.

Job Title: Equipment Operator

Wage/Hour Status: Non-Exempt

Reports to: Grounds Lead

Pay Grade: AUX -4

Dept. /School: Maintenance

Date Revised: 11-08-2017

Primary Purpose: Maintain safe and attractive grounds and landscaping for the district.

Qualifications:

Education/Certification:

- Valid Texas driver's license
- High School Diploma or GED, preferred

Special Knowledge/Skills:

- Ability to read and understand written instructions
- Ability to communicate (verbally)
- Ability to safely operate and repair heavy-duty equipment, medium-duty equipment and light-duty equipment used in the performance of tasks for the Maintenance and Grounds units.
- Ability to operate riding or power mower, power tools, and hand tools
- Willingness to attend school and seminars to obtain necessary license
- Ability to perform manual labor
- Ability to operate District vehicles, including safely loading / unloading and towing trailers.

Experience:

Two years grounds maintenance or equipment operation experience, preferred

Major Responsibilities and Duties:

Grounds and Landscaping:

- Mow and detail all district grounds, including athletic fields
- Care for trees, shrubs, and flowers by watering, pruning, fertilizing, mulching, caring for beds, and controlling weeds
- Plant shrubs and vegetation
- Assist with the preparation of athletic fields for games, including chalking and painting fields
- Assist with the maintenance and repair of irrigation systems

- Properly operate and maintain District vehicles and equipment

Safety:

- Operate tools and equipment according to prescribed safety procedures
- Follow established safety procedures and techniques to perform job duties, including lifting, climbing, etc.
- Correct unsafe conditions in work area and report any conditions that are not correctable to supervisor immediately
- Help keep vehicle, equipment, and tools in safe operating condition
- Inspect and adjust tools and equipment for safety and efficiency and perform preventive maintenance as needed

Other:

- Periodically transport workers and equipment to work sites throughout the district
- Other duties as assigned

Supervisory Responsibilities: None

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Small hand tools, power tools, and measuring tools; light truck or van

Posture: Frequent standing, kneeling/squatting, bending/stooping, pushing/pulling, and twisting

Motion: Frequent walking, climbing stairs/ladders/scaffolding, grasping/squeezing, wrist flexion/extension, and overhead reaching; frequent driving

Lifting: Heavy lifting and carrying (45 pounds and over) on a daily basis

Environment: Work outside and inside, on slippery or uneven walking surfaces; frequent exposure to extreme hot and cold temperatures, dust, toxic chemicals and materials, noise, vibration, and electrical hazards; work around machinery with moving parts; may work alone; regularly work irregular hours; occasional prolonged hours; frequent districtwide travel

Mental Demands: Maintain emotional control under stress

The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Print Name _____

Employee Signature _____ Date _____