



Umpqua Indian Utility Cooperative

Position Description

Position Title: Truck Driver/ Equipment Operator **Department:** UIUC

Reports To: UIUC Operations Manager

FLSA Designation: Non-Exempt

Date Written/Revised: 3/21/2018

Pay Grade: 9

POSITION PURPOSE:

Responsible for operating a variety of equipment and driving tractor-trailers utilized in the construction, maintenance and repair of job sites, loading heavy equipment, transporting materials and making minor equipment repairs or adjustments. Performs technical and non-technical routine maintenance duties on a wide variety of building/facility equipment fixtures and systems. May assist with maintenance duties such as repairing a variety of equipment, machines and systems that include heating, cooling, plumbing, and electrical items used in the daily operations of the property.

ESSENTIAL FUNCTIONS:

- Operate a variety of vehicles and heavy equipment including but not limited to trucks, bulldozers, backhoes, loaders and trailers.
- Drive and operate tractor-trailer trucks within the guidelines of company policies and procedures and in compliance with federal motor carrier safety regulations.
- Maintain daily driver/equipment log reports.
- Participate in Department of Transportation approved random drug testing program.
- Perform pre-trip equipment safety inspections.
- Maintain roads and transportation systems in order to ensure safe roadways.
- Perform pre-winter, winter, spring and summer maintenance on roads.
- Use equipment to level roads and ensure proper drainage.
- Load heavy equipment and transport materials using lowboys or trailers. Make minor repairs or adjustments to equipment in the field.
- Properly follow company safety procedures. Bring problems to the attention of supervisor.
- Follow daily procedures and protocols as set forth in job orientations and trainings.
- Perform routine inspection and preventive maintenance on assigned equipment and refer defects or needed repairs to supervisor; clean equipment.
- Assist in training of co-workers performing the maintenance and repair duties, as required or assigned.
- Depending on area and level of expertise will perform a variety of tasks including: carpentry, electrical maintenance, pipefitting and plumbing tasks;

- scrape, putty, and paint walls, woodwork and fixtures; replace light bulbs, covers, and filters or other tasks as assigned.
- Operation of a wide variety of shop and portable power tools.
 - Other duties as assigned.

QUALIFICATIONS:

- High School Diploma or GED Certificate; or five years of experience in operating heavy equipment, two of which must have been related to heavy/highway construction; or equivalent combination of education and experience.
- Must have valid Oregon driver's license with CDL (Class A) endorsement and three years truck driving experience preferred (with no active violations within the previous three years). Ability to obtain CDL tanker endorsement within 90 days of hire.
- Must have Hazmat Certification and Federal DOT Medical Card.
- Considerable knowledge of heavy equipment operating principles. Ability to drive and operate the equipment under varying working conditions.
- Working knowledge of methods, materials and tools used in street and road construction work.
- Working knowledge of hazards and safety precautions common to heavy equipment operations.
- Ability to perform manual work requiring periods of extensive physical exertion and potential exposure to adverse weather conditions.
- Able to work from construction specifications or blueprints.
- Ability to understand and carry out written and oral instructions.
- Ability to handle multiple priorities and tasks.
- Must possess organizational, verbal, interpersonal and customer relation skills.