

SALARY

CLASS

TITLE: Heavy Equipment Operator

SCHEDULE: \_\_\_\_\_

CODE: AS705

SALARY

EEO

UNION: AFSCME

GRADE: \_\_\_\_\_

CODE: 70

FLSA: Non-Exempt

E-

CLASS: AS

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## **POSITION PURPOSE**

Operate heavy equipment and perform servicing and repairs on heavy equipment used for maintaining the University campus and facilities.

## **ESSENTIAL JOB FUNCTIONS**

- Drive heavy equipment used to maintain the University campus and facilities. Operate loader, tractor, backhoe, truck and trailer, snow plow/broom, sweeper, mower, hi-low and other power equipment safely; understand and obey traffic laws; use equipment which requires the manipulation of several controls simultaneously.
- Perform routine servicing of all department vehicles. Check fuel, oil, water, anti-freeze, brake fluid, battery fluid, etc. levels; add and/or change same as necessary; change tires; install, remove, oil, grease and adjust attachments; wash and/or steam clean vehicles and attachments. Perform minor repairs on all department vehicles.
- Perform servicing, repair and maintenance on all department equipment and attachments. Install and remove season appropriate equipment attachments; perform preventative maintenance all equipment; adjust attachments within the limits of available equipment and facilities; understand and advise on capabilities of equipment.
- Keep departmental paperwork regarding equipment. Maintain service log; record maintenance activities; track inventory and usage; ensure preventative maintenance is performed timely; notify appropriate parties of need for major repairs or service to be done by others.
- All Heavy Equipment Operators are considered to be "Essential Personnel," and are required to report during a university emergency closure period.
- Perform other duties as assigned, including those of lower level classifications.

## **MINIMUM QUALIFICATIONS**

- High school graduate or equivalent combination of education and/or experience.
- Reasonable experience operating heavy equipment.
- Ability to remove and install heavy equipment attachments.

- Possession and maintenance of a valid Michigan vehicle operator's license and satisfactory driving record as determined by University policy.
- Knowledge of State and local traffic laws.
- Ability to work in varying environmental conditions utilizing appropriate safety precautions and procedures.
- Ability to operate heavy equipment, including loaders, backhoes, hi-lows, sweepers, snow plows, etc.
- Must obtain security clearance.
- Reasonable prior experience and/or technical training in repair and maintenance of landscape equipment.