

STATE OF ALASKA

COMPETENCY SPECIFICATION

Occupational Group: LABOR TRADES, AND CRAFTS

CAREER AREA: **EQUIPMENT OPERATOR** 9511

9511-58

9511-56

9511-54

9511-53

9511-52

9511-51

9511-50

Definition: Equipment operations cover a variety of light and heavy duty ground motorized equipment which typically exceed common street and passenger vehicle requirements and uses. The equipment typically is used for special or specific functions. Equipment Operator operates this equipment in construction or maintenance environment to construct, repair, maintain, and provide for the safety of highways, roads, parks, airports and other public transportation areas.

Levels may be determined by the size and use of the equipment, the operation area and the background and skill needed to perform the work.

Levels:

Competencies are the required knowledge, skills, abilities and work behavior demonstrated and required for the on-going essential functions of the job. Possession of competencies alone *will not* automatically advance an incumbent; rather the incumbent must utilize and demonstrate the competency in the on-going performance of *assigned* duties.

SUB-JOURNEY: Worker provides assistance to others by performing the more routine, non-specialized and repetitive tasks that do not require the more specialized skills. Basic tasks are performed independently and those of progressive difficulty are performed under direct supervision until proficiency is demonstrated. The designation of Sub-journey does not infer that the work must be always in the company of another and/or higher level employee.

Sub-journey I: WG -58 This is the basic or entry level of equipment operation which operates pickup trucks, and basic equipment to haul and transport a variety of materials and do routine snow removal. This work is usually combined with other labor assignments.

Sub-journey II WG-56 Equipment becomes more specialized and requires more awareness of the capacity of the equipment and decisions to complete the work properly.

Journey/full proficiency: Worker is fully proficient. Work is performed independently, using standard methods and techniques, and consists of assignments that are typical of the occupational field. Journey workers can use a variety of interrelated skills to independently complete work that conforms to industry standards. The work may require proof of competence, training or certification.

Journey I: WG-54 Performs routine support functions where actions are self-evident and performs specific assignments on complex equipment as an assistant under direction; work requires familiarity with equipment and procedures. This level operates smaller or non-specialized (*light duty*) motorized equipment such as dump truck with single or no attachment. May operate more complex equipment in a training capacity

Journey II: WG-53 Performs with greater accountability for situation awareness of damage, risk and safety issues by nature of the equipment and environment. This level operates specialized *heavy duty* equipment such grader, loader, dump truck with minimum of two or more attachments (and typically used on a single assignment), and all core equipment of the duty station with demonstrated proficiency.

Journey III: WG-52 Performs at rural airports as a regular assignment requiring training in and demonstration of aircraft rescue fire fighting (ARFF) competencies/

Or

Is in charge of a remote maintenance station and/or an airport not certificated or is partially certificated by the Federal Aviation Administration. A remote location is identified as any maintenance station with is not within 50 road miles of the metropolitan areas of Anchorage, Fairbanks, or Juneau, or is not on the contiguous road system. For purposes of this definition, the State ferry system (Alaska Marine Highway) is not a part of the road system.

LEAD: Worker performs the work and leads a group of other workers as defined by the collective bargaining unit contract, by directing and reviewing tasks. Lead worker assigns work; sets schedules and priorities; determines methods; provides training and instruction; evaluates and approves completed tasks.

WG-52 This level assigns and monitors the work performed and the conditions in order to make appropriate changes in crew assignments, while performing the work of the heavy duty operator. Crews usually perform single type or single function project at a maintenance station or any airport when there is a higher level authority on-site.

FOREMAN: Worker who acts as an intermediary between workers and management to organize, assign and directly supervise the work of a labor, trades and crafts occupational group. The worker is accountable for the quality and quantity of the work accomplished.

Foreman I: WG-51 As an intermediary between workers and management, is accountable for the quality and quantity of work but does not generally perform the work, with the exception those located at certificated and non-certificated airports. *In the latter case, personnel staffing restrictions may require equipment operation at any time.* Oversees equipment operations and mechanic crew of eight or more on multiple and simultaneous activities, covering more lane miles; or directs the work of up to eight operators and/or mechanics at a non-certificated FAA airport. This has a greater opportunity to require responsibility for complaint resolution as agency representative.

Foreman II: WG-50 Organizes, assigns and directly supervises the work of one or more groups of Equipment Operators or other station staff in a large metropolitan environment through lower level lead and foremen; or directs the work of operators and/or mechanics at a FAA certificated airport. Variables include complex facilities such as runways and/or

complex buildings requiring greater training needs and possibility of high public visibility and interaction with others including issues of controversy.

Essential Core Competencies: “Common or typical” to the career area and required for all levels as appropriate to the specific position.

**EQUIPMENT OPERATOR
core**

Knowledge of:

- equipment functions
- equipment use appropriate to specific conditions and assignment
- appropriate use of construction, maintenance, agricultural or other chemicals and materials
- hazardous materials regulations
- safety regulations and practices related to equipment use and operation

Ability to:

- set up the operation of equipment proficiently and safely operate equipment
- maintain and communicate situation awareness
- take appropriate action to prevent damage
- perform equipment safety checks and identify inspection points
- observe the job environment and conditions
- read and understand regulations related to the work
- follow instructions
- work cooperatively and effectively as a team member
- react effectively in emergency and disaster situations

Skill in:

- operation of specific equipment

SUB-JOURNEY level workers will be required to meet the following

TO:

- have the aptitude to develop, practice and use needed skills and work behaviors
- apply verbal and written instructions to individual and grouped tasks
- perform routine tasks with consistent results
- recognize situations requiring additional supervision or instruction in order to request assistance
- apply acquired skills, knowledge and abilities to new tasks
- learn proper usage and care of tools and equipment of the trade or craft

EXAMPLES OF DUTIES:

9511-58

Drives pick-up trucks. Operates small tractors and lawnmowers.

Uses small snow blowers to clear grounds, walkways and driveways.

Does simple or routine maintenance with hand and power tools.

Does grounds maintenance, brush cutting, flagging, raking, shoveling and general labor.

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Operates sweepers, chemical sprayers. Repairs guard rails.

Selects and operates equipment appropriate to the conditions and assignment on institution grounds, park areas, roads, and airports.

Erects and maintains signs and markers.

Sets up traffic control devices as directed and acts as flagger.

JOURNEY level workers will be required to meet the following

TO:

- have the required skills to handle difficult problems encountered
- have comprehensive knowledge of the subject or occupational area
- use judgment in determining actions
- exercise independence in determining actions
- plan and lay out work (i.e. determine how to do one's own work)
- make appropriate choice among alternatives
- complete work with only limited instruction and/or little or no advice
- proceed with work without having results or products generally reviewed in progress

Equipment Operator JOURNEY

I *Light Duty* 9511-54;

II *Heavy Duty* 9511-53

III *ARFF or Solo Camp* 9511-52

in addition and as applicable to the type of equipment

Knowledge of:

- specialized equipment systems
- duty station equipment and operating environment
- department policies and procedures
- effects of weather conditions
- proper radio procedures
- preventive maintenance
- equipment appropriate to specific jobs and circumstances
- applicable state and federal regulations

Ability to:

- set up and operate the specific core and duty station equipment proficiently and safely
- read, understand and apply regulations
- complete required reports which may require use of a computer
- identify equipment problems and take appropriate action to prevent damage
- perform equipment safety checks, identify inspection points and perform preventive maintenance checks
- operate equipment in a manner appropriate to conditions within operational and time limits
- work in a radio-controlled environment making appropriate decisions in emergencies
- communicate effectively with angry or inconvenienced people
- communicate clearly with other agency representatives, government officials and the public

Skill in:

- operation of equipment with a high degree of precision

EXAMPLES OF DUTIES:

Light and Heavy Duty:

Checks equipment and provides routine preventive maintenance and documentation of safety checks.

Selects and operates equipment appropriate to the conditions and assignment on roads and airports.

Monitors safety plan during construction activities.

9511-53:

Uses a variety of attachments on equipment within a single assignment which involves changing and adjusting attachments and operating the equipment efficiently.

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Inspects airport runway and operating area conditions. Issues Notice to Airman to FAA for a rural airstrip if unable to correct problem on a runway immediately. Corrects problems to meet FAA requirements and advises FAA of situations on the field.

Maintains roads, airports, equipment and buildings and docks at solo maintenance or airport station. Maintains and forwards station records.

Answers public inquiries and rural airport lease and tenant issues.

LEAD worker will be required

TO:

- assign, monitor, train and evaluate daily tasks
- make decisions and set and balance priorities
- coordinate tasks of others and work efficiently

- ensure adherence to work schedules, quality standards, safety and security rules
- give clear instructions
- recommend appropriate solutions to difficult situations
- motivate others

Equipment Operator Lead 9511-52
in addition

Knowledge of:

- effective team behavior
- characteristics of all equipment operation and preventive maintenance practices
- local ordinances and permit requirements
- capabilities of duty station operators and mechanics

Ability to:

- give clear, easily understood instructions
- observe and monitor the job environment and conditions and determine appropriate action
- create and maintain an atmosphere of teamwork
- represent agency effectively with other agency representatives, officials, and the public, including the angry and inconvenienced
- react effectively and assist others in responding to emergency and disaster situations
- utilize time and equipment effectively to complete projects

EXAMPLES OF DUTIES:

Monitors equipment use and evaluates effectiveness to project.

Ensures equipment and facilities are operating and maintained efficiently.

Schedules sequence of contractor activities according to contract and agency provisions.

Completes accident investigations and reports.

Issues and approves driveway and right-of-way permits. Monitors and makes recommendations on utility permits.

Acts as lease monitor, and training and safety officer.

Directs crew in responding to emergencies.

FOREMAN in addition will be required

TO:

- apply knowledge of individual and team behavior to the workplace
- display knowledge of supervisory principals and methods in dealing with employees

- utilize knowledge of best practices to maximize staff potential
- plan and manage resources to meet quality and quantity goals
- coach, mentor and counsel staff to meet competencies
- formulate training plans
- create and maintain an atmosphere of teamwork
- manage staff and resolve conflicts
- organize, set priorities, assign, evaluate and direct work of staff and/or contractors
- prepare and maintain records, correspondence and reports
- ensure safe work environment
- display skill in problem solving

Equipment Operator Foreman I 9511-51
in addition as applicable to duty station

Knowledge of:

- effective team management and personnel practices
- operational knowledge of all equipment
- current equipment and materials
- local ordinances and permit requirements

Ability to:

- assess job needs and assign resources effectively
- evaluate capabilities and performance of equipment operators
- identify training needs
- objectively evaluate work quality and progress
- create team cooperation
- effectively use computer resources
- project material and equipment needs
- demonstrate judgment and discretion in emergency situations
- perform in a professional manner in stressful situations
- advocate and enhance customer orientation among crew members

Skill in:

- organizing, assigning and directing the work of others
- maintaining records and reports

Equipment Operator Foreman II 9511-50
in addition as applicable to duty station

Ability to

- oversee training plans
- apply organizational skills to integration of operations and facility needs

EXAMPLES OF DUTIES:

Maintains equipment and supply readiness; projects costs; anticipates and provides mandated or special training as required.

Coordinates manpower and equipment within a large population area requiring constant and consistent situation awareness affecting the traveling public.

Investigates, resolves or recommends resolution on problems with high visibility or agency impact.

Writes lease citations.

Prepares and revises airport security and operations emergency manual.

Enforces policies, procedures and standards of operation and facility use.

Technical Certifications:

CORE:

- Alaska Drivers License
- Commercial Drivers License (CDL) as applicable
 - CDL with Passenger endorsement
 - CDL Type A for combination vehicles
 - CDL with Hazardous Material endorsement
- First aid and CPR certificate

AS APPLICABLE:

[] Airport

- CFR Part 139 Aircraft Rescue Firefighting (ARFF) training
- Law enforcement officer endorsement
- Pesticide use certificate
- Emergency Trauma Technician (ETT) certificate
- Background and employment check

[] Solo Station Operator

- Ability to perform 100 hour servicing, repair and replacement of equipment systems
- Ability to perform minor facility, building and generator maintenance

[] Avalanche Control

- Explosive users certificate

- National Avalanche School Certificate
- 105 mm. Recoilless rifle certificate
- Ability to ski to take snow samples and monitor potential avalanche hazards

Environmental Conditions and Physical Requirements:

Exposure to:

- inclement weather conditions
- hazardous paints, chemicals, pesticides
- moving vehicles, equipment, machinery and tools
- insects and wildlife
- noise, dust, mud, and fumes
- medium to heavy physical exertion

Possible exposure by duty station assignment to:

- risk of fire or explosion during ARFF operations
- risk of avalanche
- heights, trenches and steep slopes
- water, ice and off-shore structures

Equipment

Higher level Wage Grade employees will use an assortment of lower level equipment, but unless proficient and competent and as a regular assignment, lower level employees will not use the heavier duty equipment associated with a higher wage grade.

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- [] Forklift: up to 1000 lb. capacity (small)
- [] Light-duty truck without snow, sander or asphalt attachments
- [] Pick-up, ½ ton, 4x2 (5,000 lb. GVW max.)
- [] Pick-up, ½ ton, 4x2 compact
- [] Pick-up, ¾ ton 4x2
- [] Pick-up, ¾ ton 4x2 with crew cab (7,500 lb. GVW)
- [] Pick-up, ¾ ton 4x4 (7,500 lb. GVW)
- [] Pick-up, ¾ ton 4x4 with crew cab (7,400 lb. GVW)
- [] Tractor, small: garden type
- [] Truck 1 ton, 10,000 lb. GVW
- [] Truck 1 ton, 4x4 10,000 lb. GVW
- [] Truck, 4x4 Jeep, Bronco, Scout

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- [] Compressor, under 100 cubic feet per minute (medium)
- [] Forklift, 1,000 lb. up to less than 6,000 lb. load capacity (medium)

- Personnel carrier, truck type, less than 15 passenger
- Truck, 4x2, 1- ½ cubic yard dump
- Truck, tank 300 gallons or less
- Wheel tractor with broom, small

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- Asphalt heating kettle
- Bus, passenger
- Compressor, minimum of 100 cubic feet per minute and larger (large)
- Fork lift, 6,000 lb. or greater or lift height above 10 feet (large)
- Light-duty truck with broom, snow, sander or asphalt attachments through 1 ½ ton
- Loader less than 2 cubic yards
- Stacking conveyor
- Sweeper, hydrostatic two-way self-powered
- Truck, 4x2 flatbed (10,000 - 24,000 lb. GVW)
- Truck, 4x2 van (10,000 - 24,000 lb. GVW)
- Truck, 6x4, van
- Truck, dump (5 & 8 cubic yard)
- Truck, flatbed (over 24,000 lb. GVW)
- Truck, small wrecker
- Truck, tank, over 300 gallons up to 2000 gallons
- Vacuum Aqua Tech truck
- Vacuum sweeper truck
- Wheel tractor with attachments

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- Aerial boom truck
- Aircraft rescue firefighting truck
- Asphalt distributor, all types
- Asphalt plant
- Auger drill
- Avalanche cannon
- Bridge inspection truck
- Broom, airport runway
- Chip spreader
- Core or track drill
- Crawler tractor, all sizes
- Excavator/power shovel
- Front loader, 2 cubic yards and greater
- Gravel screening plant, portable and rock crushers
- Hydroseeder
- Hyrdo ax

- Loader/tractor mounted brush cutter
- Motor grader, all weights
- Road Roller, self-propelled
- Road seal chip spreader
- Rotary snow plow, all capacities
- Truck or trailer mounted steam boiler, includes driver
- Truck, 3 axle tractor, 6x4 (tractor trailer truck)
- Truck, dump with attachments
- Truck, tank, over 2,000 gallons
- Yard and dock crane
- Traffic line marker

MISCELLANEOUS: ANY LEVEL

- cut off saws
- jack hammers
- power and hand tools
- tampers
- two-way radios, CBs and other communications equipment
- vehicle maintenance and cleaning equipment

OTHER: