

## **JOB DESCRIPTION**

**JOB TITLE:** GRADER OPERATOR  
**EMPLOYER:** Gratiot County Road Commission  
**ADDRESS:** P.O. Box 187  
**CITY, STATE, ZIP:** Ithaca, Michigan 48847  
**SUPERVISOR:** County Road Foreman

### **POSITION SUMMARY:**

Under the direction of the county road foreman, operates heavy equipment to perform public works projects, road maintenance and construction activities. This is an advanced position, which involves considerable knowledge of the complex equipment listed under the examples of duties. Since much of the work is seasonal, ability to operate scraper trucks and other labor functions necessary. This is an hourly position under terms and conditions of current Labor/Management agreement and applicable Employee guidelines.

### **LICENSE REQUIRED:**

CDL as required by State law.

### **EXAMPLES OF DUTIES:**

1. Operates on and off-road vehicles and equipment.
2. Operates equipment in a manner that will not result in undue or unnecessary equipment breakdown, is capable of scraping roads in an efficient manner, blading roads to proper crown, and efficiently filling in the rough sections of roads.
3. Operates auxiliary equipment as desired and directed.
4. Checks equipment daily to maintain efficient and safe operational status: Greasing, oil changes, routine equipment maintenance, and grader blade changes.
5. Constructs new road grades, requiring the ability to read and understand grade stakes, use sight perception and reasoning necessary to balance a grade and cut ditches to reasonable construction tolerance.
6. Fine grades aggregate to tolerances suitable for pavement base.
7. Performs any and all activities that can be performed with a Motor Grader.
8. Is capable of physical labor such as blade changing, culvert installation, walking ditch banks to read grade stakes.
9. Reads and comprehends mathematics of construction grade stakes.

The above statements are intended to describe the general nature and level of work being performed by persons assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.

**ENVIRONMENTAL CONDITIONS:**

Environmental conditions to include operating equipment under adverse weather conditions (i.e. extreme cold and heat); extremes of noise and vibrations; fumes and dust may be present while operating or near equipment; and wet and/or humid conditions especially when exposed to weather and extreme heat conditions.

Hazardous conditions to include moving parts on equipment and machines; exposure to power lines; and traffic encountered while operating equipment and machines.

**KNOWLEDGE, ABILITIES, SKILLS, AND ESSENTIAL JOB ELEMENTS****TEMPERAMENT:**

1. Making Judgments: Adaptability to making generalizations, evaluations or decisions based on sensory or judgmental criteria.
2. Attaining Tolerances: Adaptability to situations requiring the precise attainment of set limits, tolerances or standards.
3. Perform in a Variety of Duties: Adaptability to perform in a variety of duties, often changing from one task to another of a different nature without loss of efficiency or composure.

**PHYSICAL DEMANDS:**

1. Must be able to lift up to 80 pounds occasionally (i.e. up to once per work day), from truck bed to below ground level; ability to lift up to 42 pounds frequently to continuously (i.e. from over one-third up to the entire work day), from truck bed to ground utilizing shovel.
2. On a frequent to continuous basis (up to 100% of the time) must be able to stand and/or walk. On an occasional basis (15% of the time) must be able to climb in and out of equipment cabs at least six to twelve times daily at an estimated height of six to seven feet.
3. On an occasional basis (20% of the time) must be able to crouch, kneel, and remain in a prone position for up to 30 minutes.
4. On a continuous basis (80% of the time) must be able to sit and operate equipment (up to 4 hours at one time).
5. Ability to bend at waist and twist/rotate waist if necessary for up to one-third of the workday.
6. Ability to work with arms extended and bent for up to four hours at a time, and seven and one-half hours total per day. On a frequent to continuous basis (80% of the time) must be able to push/pull with arms with a force of up to 38 pounds (i.e. operation of backhoe levers).
7. On an occasional basis (15% of the time) must be able to use hands and wrists to screw/unscrew oil caps and filters as part of a maintenance routine.
8. Rarely (10% of the time) to occasionally (up to 33% of the time) must be able to maintain balance while climbing in and out of equipment cabs. Vehicles generally have 2 to 4 steps which takes the operator to an estimated height of six to seven feet.
9. On a continuous basis (up to 100% of the time) must be able to push with legs to greater than 50 pounds of force to operate foot controls for up to four hours at a time, and seven and one-half hours total per day. (i.e. operation of equipment)

10. On a continuous basis (100% of the time) must be able to use hands and fingers to grasp/manipulate levers and steering wheel in a bilaterally coordinated manner.
11. On a seasonal basis, must be able to work extended hours (up to 16 hours/day) over and above the normal workday as needed.
12. On a continuous basis (100% of the time) must be able to coordinate use of hands and eyes in operation of equipment.

**GENERAL EDUCATION DEVELOPMENT:**

Reasoning: Must be able to read all gauges on equipment and make correct judgments in the operation of equipment; must be able to accurately estimate distances for the safe operation of equipment and understand/apply traffic laws and other regulations.

Mathematics: Must be able to perform simple estimates of time needed to perform a job, determine distance, height, and depth in relationship to operation of equipment and maintain an accurate daily Gratiot County Road Commission time card and map.

Language: Must be able to ask questions of foreman, listen and follow directions; communicate verbally with co-workers; read accurately all gauges on equipment.

**VOCATIONAL PREPARATION:**

No formal education is needed. On-the-job training is provided.

**APTITUDES:**

Specific capabilities/abilities required to learn or perform:

INTELLIGENCE: Ability to learn - Average ability required.

VERBAL: Ability to understand meanings of words and ideas and use them effectively - Average ability required.

NUMERICAL: Ability to perform arithmetic operations quickly and accurately - Average ability required.

SPATIAL: Ability to comprehend forms and space and understand plain and solid objects - Average ability required.

FORM PERCEPTION: Ability to perceive pertinent detail in objects or in pictorial or graphic material - Average ability required.

MOTOR COORDINATION: Ability to coordinate eyes and hands or fingers rapidly and accurately - Average ability required.

FINGER DEXTERITY: Ability to move fingers and manipulate small objects with the finger rapidly and accurately - Average ability required.

MANUAL DEXTERITY: Ability to move the hands easily and skillfully - Average ability required.

EYE/HAND/FOOT COORDINATION: Ability to have the hand and foot coordinating with each other in accordance with visual stimuli - Average ability required.

**NOTE:** The above job description has been developed based on the guidelines as defined by the Americans with Disabilities Act (1990).