DRAINAGE DISTRICT NO. 3
JEFFERSON COUNTY, TEXAS
EMPLOYMENT OPPORTUNITY

Position: **HEAVY EQUIPMENT OPERATOR - TRACK HOE - TRACTOR/MOWER**
Department: Drainage District No. 3 – 24460 Hwy 124, Hamshire, TX
Reports To: District General Manager
Salary: DOE
Application Deadline: Open Until Filled

APPLICATIONS CAN BE FOUND ON THE DISTRICT'S WEBSITE AT:
https://jcdd3.specialdistrict.org/files/6b5677218/DD3-Employment- Application.pdf

SUMMARY: Under the direction of the Superintendent and Foreman, performs skilled and unskilled labor and maintenance activities in performing the construction, repair, and maintenance of waterways, drainage ditches, and equipment used within the boundaries of Drainage District No. 3.

DUTIES AND RESPONSIBILITIES
Essential Job Functions: Upon receiving assignments, estimates and gathers materials and equipment necessary to complete the work; participates in all work performed by the crew; troubleshoots problems; inspects waterways and drainage ditches while enroute to and from job site and reports the problems to the Foreman and Superintendent; drives and operates with proficiency a variety of tracked or wheeled equipment used in maintaining the waterways and drainage ditches within the District; performs routine maintenance on equipment used. Performs skilled and unskilled labor to construct, repair, and maintain waterways and drainage ditches; such tasks as scraping, trenching, grading, blading with 6- 6-way blade, backfilling, excavating at 3:1 slopes, or other tasks for which the equipment is designed. Performs various manual tasks; assists during emergency situations (floods, hurricanes, accidents, etc.) Regular and predictable attendance is an essential function of this position.

Other Job Functions: Performs other job-related duties as directed; may interact with citizens on job sites; responsible for seeing that proper preventive maintenance is performed on all equipment before use.
NOTE: The above describes the general nature and level of work being performed by employees holding this position. This is not intended to be an exhaustive list of all duties and responsibilities required, nor are all duties listed necessarily performed by any one employee so classified.

EQUIPMENT USED: Must be able to operate/use a variety of heavy equipment with expert proficiency, including: Bulldozer, track hoe, tractor, brush hog, batwing mower, truck-trailer combination, welding machine, hand/power tools and all equipment necessary for routine maintenance of vehicles, equipment, and other facilities. Must possess a minimal amount of hand tools to be able to perform routine maintenance.

MINIMUM JOB QUALIFICATIONS
Education & Experience: Experience in excavation equipment work or a related field. Related technical training may be substituted for experience. High school diploma or equivalent (GED) preferred. Or any combination of education and or experience to successfully perform the task and duties of this job.

Transportation Requirement: Employee is required to have a clear driving record and existing motor vehicle insurance coverage as required by the State of Texas.

Specialized Requirements: Acceptable driving record. May be subject to DOT drug and alcohol testing regulations as well as a DOT Physical.

Knowledge, Skills & Abilities: Extensive knowledge of methods, procedures and materials used in waterway and drainage work; Knowledge of applicable safety rules/practices; ability to read, write and carry out routine oral and written instructions; basic math skills; ability to safely operate variety of vehicles and heavy equipment; ability to make minor adjustments/repairs to equipment; ability to perform manual tasks effectively; ability to plan and direct the work of others; estimate materials and equipment; analyze and solve problems; maintain accurate records; work under variable weather conditions; communicate effectively; ability to cooperate and interact with other employees and the public.

WORK SITUATIONS/DEMANDS/EFFORT: Job requires flexibility in order to perform a variety of tasks; performing routine, repetitive duties; driving trucks, operating heavy equipment, and tractors with mowing implements.

WORKING CONDITIONS: Work is performed primarily outside; the worker is subject to adverse weather and environmental conditions, including temperature extremes, humidity and precipitation; noise and vibration from heavy equipment; physical hazards from moving machinery, equipment with moving parts, and traffic; adverse atmospheric conditions from dust, fumes, chemicals.

PHYSICAL REQUIREMENTS: Must pass Drug/Alcohol screen, Hair Follicle screen physical, and background inquiry prior to employment. Job duties require very heavy work; may move materials and equipment in excess of 100 lbs. by lifting, carrying, pushing, and/or pulling; constant climbing into and out of equipment, standing, sitting, and/or walking (more than 75 per cent of the time) is required. Duties require appropriate safety precautions.

BENEFITS: Paid Insurance – Medical, Dental & Life, Paid Holidays and Sick Leave, Retirement Contribution Plan - 2 to 1 matching