



CLASS SPECIFICATION

08/09/12

HEAVY DUTY TRUCK OPERATOR, 3584

Summary of Duties: Drives a heavy duty truck or truck-trailer combination; operates mechanical attachments on the truck, may act as a lead worker or helper in a crew when not driving; and does related work.

Distinguishing Features: A Heavy Duty Truck Operator drives a truck tractor-semitrailer or truck-trailer combination, a special purpose truck, or other heavy duty truck safely, lawfully and skillfully. An employee of this class is responsible for safe and proper loading and unloading, and is distinguished from other transportation equipment operators in that this employee normally drives a truck which has three or more axles, a dual transmission or auxiliary gearing devices, and a gross vehicle weight loaded of more than 28,000 pounds. A Heavy Duty Truck Operator, while operating a truck, may also act as a lead worker in a small crew doing unskilled or semi-skilled tasks in which the use of a truck is necessary. The work of an employee of this class may include off the road or long haul operators. When the work does not require constant driving, a Heavy Duty Truck Operator may be assigned to other tasks such as operating hydraulic or mechanical attachments on the truck, loading and unloading trucks or working with a small crew. An employee of this class may be responsible for the cleanliness and general appearance of the assigned vehicle. Assignments are usually specific in nature, although they are often carried out without direct supervision.

Example of Duties: A Heavy Duty Truck Operator:

- Drives heavy duty trucks, truck-trailers, or truck tractor-semitrailer combinations in hauling rock and oil, asphalt, concrete, aggregates, decomposed granite, rubble, debris, and other materials and equipment;
- Operates motor flushers with auxiliary pump motors; hitches semitrailers, and pole dollies;
- Secures, operates, and unloads trucks and trailers;
- Completes all documents related to transporting tools and materials;
- Drives low bed and tandem truck-trailers carrying heavy electrical or construction equipment such as transformers and oil switches;
- Inspects the load for proper placement and securing;
- Supervises, assists in, or personally performs such tasks as loading and unloading materials and construction equipment on trucks and trailers, and hitching or coupling semitrailers, trailers, and other vehicle combinations;
- Inspects equipment for sufficient fuel, oil, and coolant, proper inflation and condition of tires, and proper condition of safety equipment;
- May operate winches and booms in loading and unloading materials;
- May operate trucks with hydraulically operated ladders used in washing insulators on

- poles and steel towers;
- May be responsible for loading and unloading power poles and/or transformers;
- May drive trucks on which shovels, cranes, earth boring machines, or other pieces of special equipment are permanently mounted;
- May change tires and fan belts and make other minor repairs to the truck;
- May clean and service equipment;
- May make routine operating reports such as fuel used, trip tickets, material logs, hours of services logs, all documents related to transporting hazardous materials, and material hauled;
- May operate other types of motor vehicle equipment as an incidental assignment; and
- May be assigned to other duties for training purposes or to meet technological changes or emergencies.

Qualifications: Incumbents must have the following knowledge and abilities:

Knowledge of:

- The operating and routine maintenance requirements of various types of trucks having a gross vehicle weight loaded of 28,000 pounds or more;
- The California Vehicle Code and traffic regulations;
- Safe and proper methods of loading, securing, and unloading various types of materials and equipment; and
- The operation of winches, hoists, and other auxiliary mechanical equipment frequently attached to the trucks.

The ability to:

- Operate heavy duty trucks, truck-trailer combinations, and truck tractor semitrailer combinations skillfully and safely;
- Hitch a semitrailer or trailer properly;
- Provide lead supervision for a small crew of laborers or helpers;
- Learn truck routes to various locations;
- Complete routine reports and all documents related to transporting hazardous and contaminated materials, log materials and track hours of services;
- Deal tactfully and effectively with employees and the public;
- Communicate in an effective manner verbally and in writing; and
- Understand and follow directions.

Minimum Requirements:

1. Two years of full-time paid experience in driving a vehicle of more than 26,001 pounds gross vehicle weight.
2. Two years of equivalent experience in a training capacity as a Maintenance and Construction Helper, Maintenance Laborer, Truck Operator, Street Services Worker, or Construction Equipment Service Worker with the City of Los Angeles will be accepted as qualifying.

3. Successful completion of an approved training course in truck operation, including at least one month of behind-the-wheel instruction in vehicles of more than 26, 001 pounds gross vehicle weight, may be substituted for six months of the above experience.
4. Achievement of a qualifying score on the qualifying Heavy Duty Truck Operator written test.

License: A valid California Class A driver's license may be required at the time of appointment. Hazardous Materials, Tank, Doubles/Triples, or Passenger Endorsements may be required at the time of appointment.

Some Heavy Duty Truck Operator positions at the Los Angeles Department of Water and Power are Department of Transportation regulated and are required to have a valid California Class A driver's license with HAZMAT and Tanker endorsements.

Physical Requirements: Strength to perform average lifting of up to 70 pounds and occasionally over 70 pounds; good hearing ability and good eyesight.

Persons with medical limitations may, with reasonable accommodations, be capable of performing the duties of some of the positions in this class. Such determination must be made on an individual basis in light of the person's limitations, the requirements of the position, and the appointing authority's ability to effect reasonable accommodations to the person's limitations.

As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.