

TOWN OF GILFORD, NH
JOB DESCRIPTION FOR TRUCK DRIVER



JOB SUMMARY

Performs semi-skilled and skilled operation of heavy duty trucks and/or light duty motor equipment on a full time or predominant basis; performs general laboring functions incidental to operation of assigned equipment.

SUPERVISION RECEIVED

Works under the direct supervision of a superior who assigns specific work to be performed; work may be performed independently following an established routine; work is reviewed while in progress and/or upon completion and results obtained.

SUPERVISION EXERCISED

May supervise laborer helpers on truck driving assignments such as refuse collection and snow removal.

EXAMPLES OF DUTIES PERFORMED

(Any one item listed may not include all of the duties necessary to perform the task, nor do the listed examples include all duties which may be found in positions of this class)

1. Operates a truck in support of crews carrying out maintenance and repair work on roads and other town facilities; hauls asphalt, gravel, pipe, tools and similar material; transports personnel and materials to and from work sites; picks up supplies and runs various errands.
2. Operates other departmental equipment as abilities allow in various construction maintenance work environments; performs minor maintenance on equipment.
3. Operates on an emergency and seasonal basis, trucks and equipment for winter snow removal and other seasonal clean up operations.
4. Performs routine laboring duties when not operating equipment or incidental to the operation of assigned equipment.

Performs other related duties as may be required.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Some knowledge of the operating characteristics of light to heavy duty automotive and related equipment; some knowledge of the maintenance requirements of assigned equipment; some knowledge of the work hazards and applicable safety precautions associated with assigned

equipment and operations; ability to perform strenuous physical work; ability to understand and follow simple oral and written instructions; ability to work with other employees.

MINIMUM QUALIFICATIONS REQUIRED

High school diploma or equivalent. One (1) year experience in operating heavy duty trucks and/or light duty motor driven equipment. Possession of a valid New Hampshire light commercial license. Available for twenty-four (24) hour service to Division.

PHYSICAL EXERTION/ENVIRONMENTAL CONDITIONS

Frequent physical effort demanded in lifting and carrying, performing work in the out-of-doors in varying weather conditions with exposure to dirt, dust, grease, garbage, refuse and other disagreeable materials that may be trucked, exposure also to minor injuries such as cuts and bruises.

PHYSICAL REQUIREMENTS

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| • Lift up to 10 lbs.: | Frequently required |
| • Lift 11 to 25 lbs.: | Frequently required |
| • Lift 26 to 50 lbs.: | Occasionally required |
| • Lift over 50 lbs.: | Occasionally required |
| • Carry up to 10 lbs.: | Frequently required |
| • Carry 11 to 25 lbs.: | Frequently required |
| • Carry 26 to 50 lbs.: | Occasionally required |
| • Carry over 50 lbs.: | Occasionally required |
| • Reach above shoulder height: | Frequently required |
| • Reach at shoulder height: | Routinely required |
| • Reach below shoulder height: | Routinely required |
| • Push / pull: | Routinely required |
| • Hand Manipulation:
(grasping, handling, fingering) | Routinely required |
| • Other physical considerations:
(twisting and bending) | Routinely required |
| • Kneeling & crouching: | Routinely required |

Equipment used: Computer, typewriter, calculator, telephone, copier, FAX, FM radio, cell phone, digital reader, hand tape, flagging, writing utensils, paper, and other similar items.

Work Surfaces: Tables, desk, chairs, carpet, concrete flooring, tile flooring, asphalt, loam, snow, ice, dirt, rocks, grass, water and other similar surface.