



Position Title:	Auto Equipment Operator I	
Reports To:	Head Custodian	
Department:	Custodial Services	Job Code: 4210
Prepared By/Date:	Carol Flynn/05-2006	Job Group: SNE
Approved By/Date:	Prospero Herrera/5-2006	Salary Grade: 5
Revised:	Jennifer C. Brito/4-24-2009	FLSA Status: Non-Exempt

Summary:

This is semi-skilled work in operation of the less complex types of automotive equipment. Responsible for operating a passenger car, station wagon, basic truck or single chassis automotive equipment, frequently with mechanical attachments, which require the manipulation of controls on the vehicle and sometimes on the attachment itself. Primary responsibility for the transporting of passengers or loads from place to place. When not driving or operating automotive equipment, the incumbent is involved in light to heavy physical labor.

Essential Duties and Responsibilities:

- Operates a passenger car, station wagon, or truck; uses mechanical tools or equipment.
- Operates a light tractor pulling mowing machinery and equipment.
- Operates small gasoline or other powered machinery, such as air hammers and compressors, piping equipment and saws.
- Participates generally in the laboring work of the crew.
- Washes, cleans, and gives routine first level maintenance to the vehicle and/or equipment assigned.
- Performs related duties as required

Knowledge, Skills and Abilities:

- Knowledge of the operation, maintenance and uses of trucks and the less complex equipment.
- Knowledge of traffic and other regulations governing the use of equipment.
- Knowledge of the occupational hazards involved and the safety precautions necessary in the operation of equipment.
- Physical strength and ability sufficient to operate relatively heavy equipment.
- Skill in the operation of passenger cars, station wagons and trucks and the less complex equipment.
- Ability to make emergency repairs to motor driven equipment.
- Ability to read a limited number of two and three-syllable words and to recognize similarities and differences between words and between series of numbers.
- Ability to print and speak simple sentences.
- Ability to apply commonsense understanding to carry out detailed but uninvolved written or oral instructions.
- Ability to deal with problems involving a few concrete variables in standardized situations.
- Ability to understand instructions both written and oral and to perform satisfactory in accordance with these instructions.
- Ability to work in a multi-ethnic and multi-cultural environment with students, faculty and staff.

Work Environment:

The work environment characteristics described here are representative of those an employee

encounters while performing the essential functions of this job.

While performing the duties of this job, the noise level in the work environment is usually loud.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and reach with hands and arms. The employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls; talk or hear; and stand and walk.

The employee must frequently lift and/or move up to 50 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Essential Personnel:

Non-essential

Minimum Requirements:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Less than high school education; or up to one month related experience or training; or any equivalent combination of experience and training.
- Must possess a valid Florida chauffeurs license.
- Must be available for weekend and overtime work when required.
- Must be able to obtain restricted pesticide applicators license within eighteen (18) months from hire date.
- Must be able to work at considerable heights.

ACKNOWLEDGEMENT

I have read and acknowledge receipt of a copy of my job description.

Signature

Date

Printed Name