

Bell County, Texas

**Job Description: 525
July 2001**

Job Title: Truck Driver III R&B

Department: Road and Bridge
Immediate Supervisor: Foreman

Brief Description of the Job: Delivers materials to various construction sites. Performs preventative maintenance on equipment and assists in coordinating routes and deliveries of materials.

Essential Functions:

	*	**
1. Delivers materials by driving dump truck to and from job sites and loading and unloading materials.	70	M
2. Performs preventive maintenance duties by checking fluids, tires and battery, lights, changing the oil and flat tires and performing lube and filter work	10	H
3. Coordinates routes by assisting the foreman, communicating via radio with other drivers and managing drivers without radios.	10	L
4. Performs other duties by attending safety meetings and completing appropriate paper work.	10	L

This information is intended to be descriptive of the key responsibilities of the position. The preceding examples do not identify all duties performed by any single incumbent.

*Percentage of time

**Physical strength code: S-Sedentary

L-Light

M-Medium

H-Heavy VH-Very Heavy

PHYSICAL DEMANDS

Overall physical strength demands for this position: _____ *Sedentary* _____ *Light*
 ___X___ *Medium* _____ *Heavy* _____ *Very Heavy*

Physical Demands	Frequency Code	Description
Standing	O	loading materials onto truck, maintaining truck
Sitting	F	driving
Walking	O	inspecting truck, around job site
Lifting	O	supplies and equipment
Carrying	R	supplies and tools
Pulling	O	tarps, levers
Pushing	O	levers
Using fine dexterity	F	operating equipment, writing
Reaching	R	for supplies and equipment
Kneeling	O	inspecting equipment
Crawling	O	inspecting equipment
Twisting	O	operating equipment
Climbing	F	onto equipment
Balancing	F	on equipment
Seeing	C	driving, reading
Hearing	C	communicating with personnel, listening to equipment
Talking	F	communicating with personnel
Using Foot controls	C	driving

This is a description of the way this job is currently performed; it does not address the potential for accommodation

Frequency code: C-Continuously F-Frequently O-Occasionally R-Rarely N-Never

Machines, tools, equipment and work aids:

18 wheeler truck, air tools, hydraulic wench, chains, ratchet binders, shovel

ENVIRONMENTAL FACTORS

Dirt and Dust	D	Extreme temperatures	S	Noise and Vibration	D
Fumes and Odors	D	Wetness/humidity	D	Darkness/Poor lighting	N

HEALTH AND SAFETY

Mechanical hazards	D	Chemical hazards	M	Electrical hazards	W
Fire hazards	N	Explosives	N	Communicable diseases	N
Physical danger or abuse	Y	Other (specify)			

Exposure to and frequency: D-Daily S-Seasonal W-Several times/week M-Several times/month

PRIMARY WORK LOCATION

Office environment		Warehouse		Shop	
Vehicle	X	Outdoors	X	Other:	

Protective Equipment Required:**NON-PHYSICAL DEMANDS**

Time pressures	O	Emergency situations	R
Frequent change of tasks	F	Irregular work schedule/overtime	O
Performing multiple tasks simultaneously	R	Working closely with others/teaming	C
Tedious or exacting work	O	Noisy/distracting environment	F

Frequency codes: F-Frequently O-Occasionally R-Regularly

JOB REQUIREMENTS

Formal Education:

Work requires the ability to read and understand written instructions, to understand simple processes and the routine operation of machines. Level of knowledge equivalent to less than high school or equivalency.

Experience:

Over three years up to and including four years experience is required

Certifications and Other Requirements:

Valid Texas CDL Driver=s License

Supervision:

Work requires functioning as a lead worker performing essentially the same work as supervised employees, and includes training instructing, and scheduling work

Contacts:

The incumbents in this position contact others within the organization. These contacts may involve similar work units or departments within the County which may be involved in decision making or providing approval or decision making authority for purchases or projects. .