

<b>NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION</b>
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Job Title:	Equipment Operator	Range:	31
Date Revised:		Date Approved:	April 8, 2003

**PRIMARY PURPOSE**

This position is responsible for operating a variety of light and heavy equipment for the maintenance of grounds and facilities.

**ESSENTIAL FUNCTIONS**

*Examples of essential functions are interpreted as being descriptive and not restrictive in nature.*

1.	Operates a variety of light to heavy equipment including tractors with various attachments, forklifts, mowers, edgers, lawn vacuums, leaf rakes and other grounds-keeping equipment in the performance of groundskeeping duties; cuts lawns, removes debris, applies fertilizers and pesticides as directed.
2.	Operates trucks, garden trailers and front-end loaders in performing pick up and delivery work, and in hauling debris.
3.	Operates street sweepers in maintaining paved areas on a campus.
4.	Adjusts, lubricates and performs minor servicing work on light equipment.
5.	Assists in the maintenance of athletic fields and lawn renovation.
6.	Performs a variety of manual labor tasks as required.
7.	Assists in ordering and delivering of supplies and equipment as necessary; maintains inventories and related records.
8.	Maintains routine records related to work performed and equipment and vehicle servicing.
9.	Learns and applies emerging technologies and advances as necessary to perform duties in an efficient, organized, and timely manner.
10.	Participate in District/College efforts to increase the diversity of faculty and staff and to address student achievement gaps; active assistance in the creation of a welcoming and inclusive work and educational environment; attend and participate in diversity, equity and inclusion trainings and events.
11.	Performs related duties as assigned.

**OTHER FUNCTIONS**

**WORKING RELATIONSHIPS**

The Equipment Operator completes assigned tasks as directed.

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**EDUCATION AND EXPERIENCE**

Minimum Qualifications

High school diploma or GED

Any combination of training and experience equivalent to one (1) year operating and maintaining various light and heavy equipment used in the maintenance of grounds and facilities.

Commitment to diversity. All applicants must have demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, gender, gender identity, sexual orientation, and ethnic backgrounds of community college students, faculty and staff. The applicant must be able to demonstrate how their experience with these factors relates to successfully achieving the goals of the position.

Desirable Qualifications

Prior experience in approaching work and interactions with colleagues and/or students in an equity minded manner. Ability to provide an inclusive and welcoming work/educational environment.

**KNOWLEDGE, SKILLS, AND ABILITIES**

Knowledge of operating requirements of a variety of light equipment

Knowledge of basic automotive servicing practices

Knowledge of the methods, materials, equipment and tools used in grounds maintenance work

Ability to operate pick-up trucks, sweepers, gang mowers, forklifts and other equipment as required

Ability to effectively and safely utilize a variety of hand tools and equipment

Ability to plan, organize and prioritize work

Ability to meet schedules and time lines

Ability to understand and follow oral and written directions

Ability to establish and maintain effective working relationships with others

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**SPECIAL REQUIREMENTS**

A valid California Driver's license

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**TRAINING REQUIREMENTS**

Bloodborne Pathogens

Hearing Conservation

Industrial Truck/Forklift Certification

Utility Cart Certification

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**WORKING CONDITIONS**

Outdoor environment; subject to adverse weather conditions; subject to fumes and heavy lifting (up to 70 lbs. unassisted); exposure to high levels of equipment noise; some exposure to hazardous chemicals and materials.

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