



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB POSTING

Department Only Promotion

Opening Date: 6/24/2019

Closing Date: 06/28/2019

Position Title: Heavy Equipment Operator

Department: Public Works

Work Schedule: Monday- Friday 6:30AM- 3:00PM

Wage Rate: Pay Range 35: \$18.52-\$23.71/Hr./ Overtime Eligible

If you are interested in this position, please submit the following:

- Completed Application
- High School Diploma/ GED, if applicable.
- If claiming Tribal Preference please provide proof of Tribal Identification
- If claiming Veteran's Preference please attach DD214

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

Submit To:

Human Resources

Tule River Indian Tribe of CA

340 N. Reservation Rd.

Porterville, CA 93257

E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.



TULE RIVER INDIAN TRIBE OF CALIFORNIA

340 North Reservation Road, Porterville, CA 93257

JOB DESCRIPTION

TITLE: Heavy Equipment Operator

WORKSITE: Public Works Department

487 South Reservation Rd.

Porterville, CA 93257

GENERAL POSITION DESCRIPTION

Heavy Equipment Operator is responsible for the safe and effective operation of all heavy equipment to complete tasks assigned by the Public Works Department by performing the following duties.

DUTIES & RESPONSIBILITIES:

1. Operate and maintain a variety of heavy and highly complex equipment including dozers, graders, excavators, scrapers, rollers, large loaders, backhoes, rubber tire loader, and other similar equipment and machinery.
 2. Responsible for excavating, filling, compacting and moving refuse and other materials.
 3. Drive to and from destinations as assigned by Supervisor, if approved and insured through the Tribe.
 4. Operate equipment to level land, construct a qualified housing pad, move materials (rock, sand, etc.)
 5. Keep abreast of current laws, rules and regulation regarding the safe operation of equipment.
 6. Inspect equipment, make adjustments and perform some maintenance and minor repairs.
 7. Clear obstruction from road areas to allow room for equipment and normal traffic.
 8. Patches damaged road areas with asphalt material and/or dirt or gravel.
 9. Installation of road signs.
 10. Answer questions and provide information to the public as necessary.
 11. Collect and complete daily route schedules and report all daily work to appropriate division staff member.
 12. Maintain various records as needed.
 13. Provide support to assist other staff in the completion of their duties and responsibilities.
 14. Provide training and direction as needed.
 15. Perform other duties as assigned.
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KNOWLEDGE, SKILLS, & ABILITIES:

1. Knowledge of operation, maintenance and basic repair of a variety of machinery, equipment and tools used to perform assignments.
2. Knowledge of pertinent federal, state and local laws, codes and regulations particularly those related to public safety and waste disposal.

Approved: 4/17/2014

3. Knowledge of safe work practices.
 4. Knowledge of the road system of the Tule River Indian Reservation and surrounding area.
 5. Knowledge of methods and materials used in servicing specialized heavy and complex maintenance equipment.
 6. Ability to perform minor repairs on assigned equipment including changing tires, report the need for major repairs, record all assigned equipment with broken parts and difficulties, and distribute information to appropriate division staff member.
 7. Ability to inspect and restore equipment fluid levels including changing oil, fuel, water and transmission fluid, verify operational gauges and tires, lubricate equipment as needed, service and adjust as necessary.
 8. Ability to clean assigned equipment and related parts, office and lounge areas as required.
 9. Ability to utilize a variety of communication equipment including dispatcher radio, telephones, and etc.
 10. Ability to elevate collected materials and deposit in assigned equipment.
 11. Ability to multitask and prioritize.
 12. Ability to retain and recall factual information.
 13. Ability to write and speak clearly and concisely using correct grammar to record and report information.
 14. Ability to remain composed under stress; and establish effective working relationships.
 15. Ability to communicate with persons of various social, economic, and cultural backgrounds.
 16. Ability to work from oral and written instructions.
 17. Ability to read and write common vocabulary.
 18. Ability to read, understand, record, and apply technical materials.
 19. Ability to influence others in a positive manner.
 20. Ability to handle and maintain confidential information.
 21. Ability to identify problems, determine variable solutions, and adopt effective courses of action.
 22. Ability to apply common sense.
 23. Ability to work weekends, holidays, or on an on-call basis.
 24. Excellent verbal and listening skills.
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QUALIFICATIONS:

1. High school diploma / GED OR five (5) years experience in earth work.
 2. Two (2) years of increasingly responsible experience in operating heavy equipment.
 3. Must possess a valid California Class C or higher Driver's License and be insurable through the Tribe, preferred.
 4. Must successfully complete a Background Investigation.
 5. Must successfully complete a pre-employment drug and alcohol screen.
 6. Experience in Tribal Government environment (preferred but not required).
 7. Must be professional, polite, and respectful towards all guests.
 8. Must be able to handle extended hours when necessary.
 9. Excellent interpersonal skills with demonstrated patience, tact and respect.
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WORKING CONDITIONS

Position requires prolonged standing, walking, reaching, twisting, and turning, kneeling, bending, squatting and stooping in the performance of daily activities. Requires good manual dexterity; hands, arms, and multi-limb coordination movement. Must be able to lift, push, pull or carry objects, use abdominal and lower back muscles to provide support over time without fatigue. Requires body movement to effectively jump, sprint or throw an object. Acute hearing is required. Regularly works near moving mechanical parts. Work is primarily outside in conditions that include inclement weather, heat, cold, humidity, and exposure to dust and machinery fumes. Frequently must be able to lift up to 30 pounds, normally must be able to lift up to 50 pounds, and occasionally must be able to lift over 50 pounds. Noise level is generally loud. This job will require an employee to have repetitive motions and coordination associated with operating a motor vehicle or heavy equipment.

This position reports to: Construction Foreman

Salary: Pay Range 35: \$18.52/ HR
Paid Bi-Weekly/ Overtime Eligible

Benefits: Medical, Dental, Vision, Flexible Spending Plan, PTO & 401K.

Working Hours: Monday- Friday 6:30AM- 3:00PM (Subject to change based on department needs)
Full Time 40+ Hours/Per Week

PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES, IN ACCORDANCE WITH THE TULE RIVER INDIAN PREFERENCE ORDINANCE, VETERANS PREFERENCE.