

**TRUCK OPERATOR (3583)**  
**Task List – 2022**

**Vehicle Operation**

1. Drives two and three-axle vehicles with diesel powered engines, gasoline powered engines, compressed natural gas (CNG) powered engines, automatic and manual transmissions, and air, mechanical, and hydraulic brake systems with a gross vehicle weight rating of up to 51,999 lbs., such as a van or dump, front loader, bobtail, stake body, flat bed, or pickup truck, and may pull a trailer under 10,000 lbs. gross vehicle weight with a combined length of less than 40 feet to various locations, such as construction yards or warehouses, using the assistance of street maps in order to deliver or pick up materials, equipment, and supplies, such as rock, sand, dirt, lumber, steel, pipes, tires, concrete, engines, transmissions, and asphalt needed in construction or clean-up activities.
2. Hitches a light trailer onto a dump, front loader, bobtail, stake body, flatbed, or pickup truck and secures specialized equipment such as compressors, pumps, cement mixers, and chippers on the trailer using binders, chains, cables, and ropes, and then drives the truck to the work location where the specialized equipment is needed, such as construction yards and warehouses, and unloads the equipment for others to use to complete various construction assignments.
3. Loads/unloads heavy supplies and materials, such as rock, sand, dirt, lumber, steel, and debris onto or off trucks and flatbeds manually or by using mechanical equipment, such as power jacks, fork-lifts, or truck-mounted power take-off equipment, such as winches, small booms, hoists, front-loaders, and rear lift gates, in order to provide supplies and materials to crews at work sites and facilitate the completion of various assignments.
4. Communicates with supervisors, coworkers, and customers in-person and through mobile phones, email, or ultra-high frequency (UHF) and very high frequency (VHF) two-way radios, in order to provide and receive information regarding the status of a delivery or the types of materials, tools, or equipment needed to be delivered to a construction site or to an emergency repair site, such as a site with broken water pipes.

## **Vehicle Maintenance/ Safety**

5. Inspects specialized equipment, specialized attachments, vehicle power take-off equipment, and trucks for signs of obvious damage or leaks, such as water, oil, fuel and hydraulic fluid leaks, frayed or spliced wires, tears in hoses, or tire punctures, using equipment or tools such as a tire tread gauge, performing an air brake inspection test, or visually examining various parts listed on a vehicle inspection list, such as hoses, lines, seals, oil and fuel gauges, and tires, in order to determine if the truck and equipment is safe to operate, perform minor maintenance such as lubricating and cleaning the equipment, or report any necessary repairs to the supervisor so they can send the truck or equipment to the repair shop.
6. Applies proper placarding to exterior of truck in cases where hazardous materials such as ammonia, oxygen, flammable gas, compressed gas, or aerosol cans are being transported, prior to transporting supplies and materials from one location to another, such as a construction site or warehouse, in order ensure compliance with state and federal safety regulations such as the California Occupational Health and Safety Administration (Cal/OSHA).
7. Inspects vehicle safety equipment required to be carried on trucks, such as fire extinguishers, first aid kits, and reflectors, by visually examining the charge level of the fire extinguisher, the contents of the first aid kit, and the number of reflectors and safety cones, in order to determine if supplies need to be replenished.
8. Fills out standard forms and reports, such as the standard driver's trouble report, vehicle accident report, vehicle inspection report, and other operating records concerning such things as work completed, mileage, fuel used and amounts of materials, supplies, and debris hauled, in order to ensure compliance with departmental and general safety requirements, accurately track the condition of the vehicle and maintenance performed on the vehicle, document issues with the vehicle, and ensure the equipment is in safe working order.
9. Cleans the interior and exterior of vehicles, such as two and three-axle trucks, dumps, front loaders, bobtails, stake bodies, flatbeds, vans, and pickup trucks, by wiping down consoles and washing windows using a hose and cleaning supplies, in order to maintain the general appearance of vehicles.

## **Specialized Equipment Operation**

10. Operates specialized equipment on water tank trucks, such as vacuum hose attachments and on sewer and gutter cleaning trucks, such as the mechanical catch basin, in order to water plantings and parkways in street center dividers and other areas near the street and clear storm drains or sewer lines.

## **Maintenance and Repair Assistance**

11. Performs manual labor such as digging holes and preparing and pouring cement and/or asphalt concrete, using portable specialized equipment such as compressor-powered air and emulsion equipment, vibratory plates, small engine compactors, cement-mixers, and pavement breaks, in order to complete job assignments, such as repairing sidewalks, patching holes in streets and removing debris, in the absence of crew members.
12. Secures the area surrounding a job site prior to the start of a job by setting up traffic and pedestrian control devices, such as barricades, safety cones, and high level traffic warning devices, in order to ensure that the job can be completed safely and in compliance with safety requirements and regulations of the Work Area Traffic Control Handbook (WATCH) manual and the California Occupational Health and Safety Administration (Cal/OSHA).
13. Acts as a lead worker as needed, such as in the absence of supervisor, on a two or three-person crew by giving verbal directions to the crew to ensure accurate and safe completion of job assignments, such as patching holes and removing debris from City streets in order to facilitate safe and timely completion of the job.
14. Cleans shop, yard, and job site areas by gathering trash and debris and transporting it to designated dump sites using a dump, front loader, bobtail, bobcat, stake bed, and pickup trucks and/or wheelbarrows for carrying and placing it into refuse bins, and properly storing equipment, materials, and supplies, in order to maintain a safe and organized workspace.