

Position Description

Labor Category/FLSA: Nonexempt

 Current or X Proposed Specific Description

Date Prepared: 06/25/03

Approving

Official:

Name: H. Paul Busch

Signature:

 H. Paul Busch

Title: HR Specialist

Position Title/Series/Grade: Engineering Equipment Operator, WG-5716-10

ORGANIZATION: Division of Property Management

This position has been reviewed using the following Federal Wage System Job Grading Standard: Engineering Equipment Operator, WG-5716, 01/69.

TITLE AND SERIES DETERMINATION: The Engineering Equipment Operator, WG-5716 duties represent the skill and knowledge requirements. Position is coded to that series.

GRADE DETERMINATION:

Skill & Knowledge: Incumbent of subject job operates engineering equipment with expertise, often in narrow and tight quarters to prevent damage to automobiles, buildings, and utilities. Incumbent must have a knowledge of soil make-up and a knowledge of the limitation of equipment and attachments. This factor matches the requirements at the WG-10 level of referenced standard.

Responsibility: Incumbent receives oral and written work assignments. There is responsibility for working to a fine specification and for safe operation of equipment. Work receives a spot check review. This factor matches responsibilities described in the standard at the WG-10 level.

Physical Effort and Work Conditions: Physical efforts and working conditions of subject job are identical to these two elements reflected in reference standard at the WG-10 level.

CONCLUSION: All factors of these duties in subject job are equal to examples described WG-5716-10, Engineering Equipment Operator. The proper classification is determined to be Engineering Equipment Operator, WG-5716-10.

Installation National Institutes of Health, Bethesda, MD
Title: ENGINEERING EQUIPMENT OPERATOR
Occ Series: 5716
Pay Plan: WG
Grade: 10

Introductory Statement: The Division of Property Management (DPM) serves all of the NIH Community by providing support for renovations, new construction and maintenance of existing facilities, utilities and grounds. The Division provides professional leadership for the engineering programs of the National Institutes of Health (NIH). The scope of DPM operations is such that the effectiveness with which they are carried out has a major and direct effect on the worldwide biomedical research programs of the NIH. In addition to the main facilities at the Bethesda Campus and in Poolesville, MD, NIH has facilities at Research Triangle Park, North Carolina, Rocky Mountain Laboratory in Montana and the Gerontology Research Center in Baltimore, MD.

This position is organizationally located within the DPM in one or more of the subordinate organizational components responsible for the provision of operations and maintenance of NIH facilities. The position is multi-disciplinary and requires the incumbent to be multi-skilled and flexible in the types and complexity of work performed. The position requires that the incumbent be able to work independently and take the initiative to complete the work assigned with a minimum of direct supervision regardless of the nature of the work thus requiring that specific trade skills be shared between staff members.

Duties

Major Duties

Operates a variety of heavy equipment exceeding 10,000 pounds: diesel grading equipment, D-4 caterpillar bulldozer, HD-15 dozer, roadgrader, 4-wheel drive rubber-tired loaders, and mobile gasoline hydraulic telescoping boom crane to 5 ton capacity.

Operates a variety of equipment of an average complex nature as follows: diesel and gasoline powered farm tractors with a variety of attachments and accessories that convert the basic machine to a complex piece of equipment (backhoe for excavating, snow blowers, scarifying and finishing rakes for grading, front end loaders, compost grinders, soil-aerifiers); air compressors, ditch diggers, electric generators, gasoline engines that in turn drive such accessories as pavement breakers, drills, electrical tools, emergency light systems, emergency water pumps. Also uses a variety of hand tools, jacks, slings, winches, and rigging equipment. Operates jeeps,

pickup trucks, dump truck to 5-ton capacity, winch truck (with loaded trailers to 30,000 lbs)

Performs preventive maintenance and minor repairs to equipment assigned to this unit. Inspects machinery for needed major repairs and makes recommendation to supervisor according to need. Keeps supervisor informed concerning general, over-all condition of this equipment.

Performs excavation work with ditch digger, backhoe and/or clamshell bucket on crane for utility failures and installation of new utility lines, manholes, etc. Operator works close to the other buried utilities and above ground structures such as buildings and manholes. Utilities include gas, electric, sanitary and storm sewer, steam and chilled water. Operates heavy equipment such as bulldozers and loaders with 16 ft. wide snow-baskets during snow emergencies. Equipment is used in narrow, tight quarters with expertise to prevent damage to automobiles, curbs, manholes, buildings, other utilities, etc.

Performs hoisting service with 5-ton hydraulic crane including removal and placement of mechanical and research equipment on top of buildings and down areaways.

Assists other mechanic assigned to the DPM with varied tasks in a support capacity such as mechanical work, plumbing, pipefitting, carpentry, electrical, HVAC/R, painting, masonry and other trade skills as required.

Performs other duties as assigned

Skill and Knowledge:

1. Journeyman level knowledge of the safe operation and maintenance of heavy mobile and hoisting equipment exceeding 10,000 pounds such as diesel grading equipment, D-4 caterpillar bulldozer, HD-15 dozer, road grader, 4-wheel drive rubber-tired loaders, and mobile gasoline hydraulic telescoping boom crane to 5 ton capacity.
2. Ability to carry out assigned work in accordance with instructions and specifications in assisting journeyman workers.
3. General knowledge of the specified types of work involved with the various occupational trades persons assisted.
4. Ability to use and maintain the basic tools and equipment pertinent to the various occupations.
5. Knowledge of the basic materials utilized in the performance of the various repair and maintenance activities in conjunction with the journeyman trades persons.

Responsibility:

Receives assignments from supervisor or work leader orally or in the form of written or electronic service orders. Generally receives radio dispatched trouble calls while on call and makes emergency repairs. Incumbent determines the type and extent of repairs needed, methods and techniques to use, parts or components required, and completes work typically with no check in progress. Ensures the end product meets all specified requirements.

-Incumbent is responsible for the safe operation of the vehicle following all safety rules, regulations, and traffic signs. Assures that cargo is arranged properly for best support. Incumbent's ability is regularly observed and evaluated, and trip tickets are checked for compliance with regulations and completeness.

Physical Effort:

Work requires walking, standing, stooping, bending, kneeling, climbing, and working in tiring and uncomfortable positions. Frequently lifts and carries parts and equipment weighing up to 40 pounds; occasionally handles items weighing up to 100 pounds.

Working Conditions:

Position may be subject to shift or irregular work hours.

Works inside and outside, exposed to dirt, sewage, dust, grease, fumes, and refrigerant gases. Is subject to injury from use of hand and power tools, and to burns, cuts, bruises, and electrical shock. May be required to wear and/or use protective clothing and equipment in accordance with established health and safety regulations and SOPs.

Works outside and is occasionally exposed to bad weather while loading and unloading vehicle. Is subject to cuts, bruises, and broken bones as a result of accidents while driving or when loading and unloading vehicles. Is exposed to the possibility of serious accidents while driving in all types of traffic and weather.