



Rio Arriba County

Job Description

EQUIPMENT OPERATOR I

DEPARTMENT:	ROADS
SUPERVISOR:	ROAD MAINTENANCE SUPERVISOR III
PRIMARY LOCATION:	ESPANOLA
SALARY CLASSIFICATION:	NE4
SALARY:	\$21.43 - \$27.86 HOURLY
POSITION STATUS:	FULL TIME
FLSA CLASSIFICATION:	NON-EXEMPT
POSTING DATE:	AUGUST 14, 2026

The following duties ARE NOT intended to serve as a comprehensive list of all duties performed by employees in this classification; only to provide a summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed and may be required to perform additional, position-specific duties. This is not an all-inclusive list of all responsibilities, duties and skills required of personnel in this classification. Duties, responsibilities and activities may change at any time with or without notice.

POSITION SUMMARY

Under direct supervision from the Road Maintenance Supervisor III, contributes to the efficient daily operation of the Roads department by operating heavy equipment to maintain County roads in accordance with the established policies and procedures of Rio Arriba County. Maintains professionalism in all interactions with internal and external customers.

ESSENTIAL FUNCTIONS

- Operates and maintains heavy equipment.
- Performs routine maintenance and minor repairs on heavy equipment.
- Hauls materials and transports loads, and unloads equipment as needed.
- Patches potholes and paints and installs speed bumps.
- Installs and maintains road signage, posts, and hardware.
- Performs street sweeping.
- Installs and cleans culverts, cattle guards, fences, and guardrails.
- Blades and paves roads, mows rights-of-way, and trims trees.
- Performs snow removal operations, including driving tandem plow trucks with salt spreaders.
- Assists with flood cleanup.
- Prepares and installs bridges.

- Performs occasional mechanical and welding projects.
- Assists Fire department with wild land and structural fires.
- Maintains complete and accurate records of equipment maintenance, repairs, and activities.
- Performs traffic control as necessary.
- Ensures County roads are safe for travel.
- Maintains a clean and safe working environment.
- Performs as Supervisor as required.
- Notifies supervisor of necessary repairs or replacements.
- Attends and participates in regularly scheduled staff meetings.
- Ensures work adheres to proper safety procedures.
- Complies with all property and department policies and procedures.
- Maintains strict confidentiality of all information processed through the department including records, reports, documents, conversations, etc.
- Contributes to a team effort to achieve goals and deliver successful outcomes.
- Executes other tasks and responsibilities as assigned.

MINIMUM QUALIFICATIONS

- High school diploma or equivalent.
- One (1) year of experience in heavy equipment operation, road maintenance, or related environment.
- Must obtain and maintain Class A Commercial Driver's License Tanker Endorsement.
- A combination of relevant education and related work experience may be considered.
- Valid driver's license is required when operating a vehicle for work-related purposes; incumbent must possess and maintain a current drive course certificate from Rio Arriba County or must successfully complete and receive a defensive driving course certificate within 30 days of hire.
- Must successfully complete pre-employment requirements including a thorough background investigation, pre-employment drug screening, and MVD check.

KNOWLEDGE, SKILLS AND ABILITIES

KNOWLEDGE OF:

- Goals, objectives, functions, policies, and procedures of Rio Arriba County.
- Occupational hazards and applicable safety codes and procedures.
- Materials, methods, and equipment used in heavy equipment operation and road maintenance.

SKILL IN:

- Operating heavy equipment bobtail dump trucks, tandem dump truck, transport trucks/trailers and

service trucks.

- Analyzing problems, projecting consequences, identifying solutions, and implementing recommendations.
- Handling multiple tasks simultaneously.
- Addressing customer problems.
- Correct English usage, grammar, spelling, and punctuation.
- Providing exceptional customer service.

ABILITY TO:

- Perform essential duties and adapt to working conditions.
- Maintain strict confidentiality.
- Communicate effectively.
- Establish and maintain professional relationships with individuals of varying social and cultural backgrounds including the public and co-workers at all levels of the organization.
- Understand and follow verbal and written instructions.
- Analyze situations, adapt to varying circumstances, and adopt appropriate courses of action.
- Demonstrate professionalism.
- Handle multiple tasks and meet deadlines.
- Work independently with minimal supervision, as well as cooperatively in group/team settings.
- Travel County-wide as needed.
- Comply with the safety guidelines of the County and follow the *Rio Arriba County Personnel Policy Handbook*.

PHYSICAL / EMOTIONAL DEMANDS, WORK ENVIRONMENT AND EQUIPMENT USAGE

WORK ENVIRONMENT:

Work is generally performed in a vehicle or outdoors where incumbent may be exposed to varying temperature, weather conditions, and work surfaces. Frequent exposure to hazardous materials; high risk/potentially dangerous situations; dust, fumes, airborne particles and/or allergens; and excessive noise. Occasional exposure to infectious diseases and hostile, offensive, and/or violent individuals. Work regularly takes place near hazardous/moving equipment or machinery and requires the use of protective clothing, equipment, devices, and/or materials. Evening and/or weekend work may be required. Tight time constraints and multiple demands are common. Travel may be required for training, meetings, conferences, presentations, and other events. Travel county wide will be required on occasion.

PHYSICAL/MENTAL REQUIREMENTS:

While performing the duties of this job, the employee regularly is required to stand; walk; sit; use hands to manipulate, touch, or grasp objects and materials; reach with hands and arms; climb or balance;

stoop, kneel, crouch, or crawl; communicate effectively; and lift/move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

EQUIPMENT, TOOLS, AND MATERIALS:

Tools used in performing the essential functions of the job: excavator, loader, backhoe, motor grader, roller, sweeper, track hoe dozer, bobtail, tandem, transport truck/trailer, water truck, wood chipper, mower, hand tools, weed eater, grinder, chainsaw, copier, vehicle, fax machine, telephone, computer, general office supplies and equipment, word processing software, presentation software, accounting software/HRIS, adding machine.