

## **TRUCK DRIVER, SINGLE AXLE**

### **DEFINITION**

Under supervision of a supervisory official, in a state department, institution, or agency, operates, services, makes minor repairs to, loads, and unloads trucks with single rear axles; does related work as required.

### **EXAMPLES OF WORK:**

Drives trucks with single rear axles; picks up, hauls, and delivers materials.

Makes minor repairs to trucks.

Checks, cleans, and greases trucks and other motorized equipment.

Picks up, loads, unloads, and delivers materials of varied types to specified destinations.

Receives written and/or oral assignments and maintains necessary records.

Drives trucks utilized for highway maintenance and construction work, road oiling, snow plowing, ice control work, and mowing operations.

Operates snow removal equipment and helps clear roadways.

Operates power driven lawn mowers.

Makes minor adjustments to tractors and other motorized equipment.

Maintains routine records of receipts, deliveries, fuel consumption, and mileage.

Will be required to learn to utilize various types of electronic and/or manual recording and computerized information systems used by the agency, office, or related units.

### **REQUIREMENTS:**

#### **EXPERIENCE:**

One (1) year of experience in work involving the operation and routine maintenance of trucks with single rear axles, (i.e., flatbed - 12 foot, 6-8 yard dump truck, tow truck, armored truck, 2 yard dump truck and van - 18-22 foot bed) and other motorized equipment (i.e., snow blowers, salt spreaders, and lift tail gate).

#### **LICENSE:**

Appointees must possess a valid Commercial Driver's License (CDL) and applicable endorsements for the class and type of vehicle

being operated.

**NOTE:** The responsibility for ensuring that employees possess the required motor vehicle license, commensurate with the class and type of vehicles they operate, rests with the Appointing Authority.

**NOTE:** In Department of Human Services, may be required to undergo fire training classes.

**KNOWLEDGE AND ABILITIES:**

Knowledge of the construction, care, and maintenance of trucks and other motorized equipment, including cleaning, lubricating servicing of batteries, and caring for tires and lights.

Knowledge of the procedures for the competent, safe, and efficient operation of trucks and other motorized equipment.

Knowledge of the minor repair procedures which can be done without recourse to the repair shop.

Knowledge of the procedures involved in loading, unloading, and delivering of various types of materials and in the preparation of simple records, invoices, and receipts.

Ability to understand, remember and carry out oral and written directions and to learn quickly from oral and written explanation and demonstrations.

Ability to drive trucks and operate motorized equipment in a safe and competent manner.

Ability to learn and utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.