



## Baker County Board of Commissioners

### Truck Driver Job Description

#### **JOB OVERVIEW**

This is semi-skilled work in the operation of vehicles and other maintenance equipment. An employee in a position allocated to this class performs a variety of functions related to the operation of maintenance equipment. Work generally follows standardized procedures but involves choice of action within clearly defined limits.

#### **MINIMUM QUALIFICATIONS**

Graduation from high school or completion of GED. Must have a valid FL CDL license-Class B. One year of job-related experience; or any equivalent combination of training and experience.

#### **CORE COMPETENCIES**

- **Customer Commitment** - Proactively seeks to understand the needs of our customers and provide the highest standards of service.
- **Dedication to Professionalism and Integrity** - Demonstrates and promotes fair, honest, professional and ethical behaviors that establishes trust throughout the organization and with the public we serve.
- **Organizational Excellence** - Takes ownership for excellence through one's personal effectiveness and dedication to the continuous improvement of our operations.
- **Success through Teamwork** - Collaborates and builds partnerships through trust and the open exchange of diverse ideas and perspectives to achieve organizational goals.

#### **JOB SPECIFIC COMPETENCIES**

This job entails continuous standing, walking or difficult working positions. Working with average or heavy weight materials and supplies. Fast manipulative skill in frequent use of machines and equipment. Equipment used from this position may be trucks, front end loader, hand tools, chainsaws, tractors and mowers.

Majority of time on strenuous physical activities such as climbing, walking or carrying heavy and/or awkward material or equipment.

#### **REPRESENTATIVE DUTIES**

Note: The following duties are illustrative and not exhaustive. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Depending on assigned area of responsibility, incumbents in the position may perform one or more of the activities described below.

- Drive a truck, load and unload materials
- May perform minor repairs/adjustments or maintenance on equipment
- May operate a cement saw and perform other semi-skilled tasks requiring the use of hand tools.
- May operate a front end loader in loading materials
- Perform other jobs that are similarly related as directed by the supervisor
- Reports to the Road Superintendent

*This classification description is not intended to be, nor should it be construed as an all-inclusive list of the duties associated with a particular position. Management may require incumbents to perform job duties other than those contained in this document at any time.*