**Senior Utilities Excavation Operator Standard Job Description**

**Classification Title:** Senior Utilities Excavation Operator

**FLSA Exemption Status:** Non-Exempt

**Pay Grade:** 10

**Minimum Pay:** $34.36

**Job Description Summary:**

The Senior Utilities Excavation Operator, under general supervision, operates and maintains heavy equipment used for the excavation of underground utilities, training subordinate operators and liaising with customers to determine needs.

**Essential Duties and Tasks:**

**40% Heavy Equipment Operation and Maintenance**

* Operates various heavy equipment to complete excavation of underground utilities.
* Performs maintenance on heavy equipment.
* Specifies equipment needed for each project.

**20% Project Planning and Safety**

* Develops excavation safety plans for each project.
* Meets with campus customers to determine needs and scheduling for projects.
* Prepares route sheets and completes work orders.

**10% Training and Support**

* Trains Utilities Excavation Operators and Utilities Plumbers on heavy equipment.

**10% Reporting and Compliance**

* Submits time and completes required training.
* Contributes to a safe work environment by reporting accidents and unsafe working conditions.
* Uses proper personal protective equipment; follows safety procedures outlined in
* Material Safety Data Sheets and participates in safety training.

**20% Duty Title (for the department's use)**

* Remaining Percentage Can Be Determined by Department to Meet Business Needs or Can Be Incorporated into Percentages Above

**Required Education and Experience:**

* High school graduation or any equivalent combination of training and experience.
* Five years of related experience.

**Required Licenses and Certifications:**

* None

**Required Knowledge, Skills, and Abilities:**

* Ability to multitask and work cooperatively with others.

**Machines and Equipment:**

* Backhoe
* Track hoe
* All-Terrain Forklifts
* Computer

**Physical Requirements:**

* Ability to climb stairs and ladders.
* Ability to lift and move heavy objects.

**Other Requirements and Factors:**

* None

**Is this role ORP Eligible? If so, it needs to meet the criteria on the** [**Rules and Regulations of the Texas Higher Education Coordinating Board**](https://reportcenter.highered.texas.gov/reports/data/user-friendly-version-of-ch-25/)**.**

[ ]  **Yes**

[x]  **No**

**Does this classification have the ability to work from an alternative work location?**

[ ]  **Yes**

[x]  **No**