

Class Specification for the
Class:

TRUCK DRIVER-GENERAL LABORER

Duties Summary:

Operates medium and heavy trucks as a regular work assignment, and performs operational maintenance; performs manual, unskilled and semi-skilled work in the general repair and maintenance of public school buildings and grounds, and appurtenant facilities of the Department of Education; and performs other related duties as assigned.

Distinguishing Characteristics:

This class is distinguished in that the Truck Driver-General Laborer is regularly assigned to operate medium (factory rated capacity of 1-1/2 tons and over, but less than 5 tons), and heavy (factory rated capacity of 5 tons and over) trucks, but spends a major portion of the work time performing manual, unskilled and semi-skilled work in the general repair and maintenance of public school buildings and grounds, and appurtenant facilities of the Department of Education.

Examples of Duties: *(Positions may not be assigned all of the duties listed nor do the examples necessarily include all the duties that may be assigned. The omission of specific statements does not preclude management from assigning such duties if such duties are a logical assignment for the position. The classification of a position should not be based solely on the examples of duties performed.)*

Operates dump trucks to haul rocks, gravel, dirt and other material; operates a tank truck to haul water to landscaped areas; operates water pumps and waters plants and grass with hose or spray attachments; plants trees, shrubs and grass along landscaped areas; prunes trees and shrubs; cultivates and weeds landscaped areas; feeds limbs and other trimmings into a "chipper"; may operate power equipment, such as power lawn mowers in the performance of minor landscape work; aerates playfields; cleans ditches and culverts; performs a variety of heavy manual laboring tasks, such as lifting, loading and moving furniture, equipment, tools, supplies and other materials; cleans debris from roof surfaces, gutters, downspouts and drains which may involve the use of manlifts and/or boom trucks; transports and delivers equipment, furniture and supplies; performs routine maintenance on trucks; performs minor repair and maintenance work to power equipment and hand tools.

Knowledge, Skills and Abilities Required:

Knowledge of: Common hand tools and equipment used in manual, unskilled and semi-skilled work; common methods, procedures and materials used in general repair and maintenance work; method of operating motorized equipment representative of the class; the capacity and uses of motorized equipment representative of the class; laws, ordinances, rules and equipment representative of the class; laws, ordinances, rules and regulations governing the operation of motor vehicles on streets and highways; hazards and safety precautions applicable to the operation of motorized equipment representative of the class.

Ability to: Operate motorized equipment representative of the class skillfully and safely; understand and follow oral and written instructions; perform minor maintenance work on equipment representative of the class; perform lifting, carrying or other manual work typical of the class; operate simple machinery; understand and observe traffic laws and rules; learn a variety of semi-skilled work tasks; operate simple machinery.

Minimum Qualification Requirements for the Class:

Training and Experience: Two (2) years of manual, unskilled and semi-skilled work experience, some of which shall have included the operation of trucks representative of the class; or an equivalent combination of experience and training.

Quality of Experience: Possession of the required number of years of experience will not in itself be accepted as proof of qualification for a position. The applicant's overall experience must have been of such scope and level of responsibility as to conclusively demonstrate the ability to perform the duties of the position for which the applicant is being considered.

License Required: Possession of a valid State of Hawaii motor vehicle operator's license Type 4 or appropriate Commercial Driver's License with proper endorsements, as applicable.

Selective Certification:

Specialized knowledge, skills and abilities may be required to perform the duties of some positions. In such positions, certification may be restricted to eligibles who possess the pertinent experience and/or training required to perform the duties of the position.

Agencies requesting selective certification must show the connection between the kind of training and/or experience on which they wish to base selective certification and the duties of the position to be filled.

Tests:

Applicants may be required to qualify on an appropriate examination.

Physical Requirements:

Applicants must be able to perform the essential duties and responsibilities of the position, effectively and safely, with or without reasonable accommodation.

This is the first specification for the new class, TRUCK DRIVER-GENERAL LABORER.

DATE APPROVED: 2/08/10

EFFECTIVE DATE: 02/01/10



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