

DEVELOPMENTAL SERVICES

PORTERVILLE DEVELOPMENTAL CENTER

**JOB DESCRIPTION**

**LOCATION:** TRANSPORTATION

**JOB TITLE:** AUTOMOTIVE EQUIPMENT OPERATOR I

**GENERAL STATEMENT OF DUTIES:** Operate and maintain delivery trucks and any vehicle needed to perform duties in the transportation dept. as scheduled by the Automotive Pool Manager or designee.

**SUPERVISION RECEIVED:** Automotive Pool Manager or designee.

**SUPERVISION EXERCISED:** None, but may act as lead if designated.

**PHYSICAL DEMANDS:** Must possess and maintain sufficient strength, agility, endurance, and sensory ability to perform the duties contained in this duty statement. Must be able to move, load and unload heavy items.

**TYPICAL WORKING CONDITIONS:** On going interaction with clients, personnel and the general public. Potential Exposure to communicable diseases, blood-borne pathogens, and other conditions common to a clinical nursing environment, work in extreme weather conditions. Position requires sitting, lifting, pulling, pushing, bending, and stooping.

**ESSENTIAL DUTIES:**

- 25% Operates delivery trucks in the transportation of laundry, food, carts, Commissary, storeroom supplies, property, furniture items and other materials.
- 15% Service, wash, and perform minor repairs to vehicles and equipment, keep simple Records and logs as needed.
- 10% Makes off-grounds trips to pick-up or deliver vehicles and various items which may include out of town travel.
- 5% Provide passenger transportation to various activities both on grounds and off grounds.
- 5% Cleans work areas and follows all safety and sanitation standards.
- 5% May perform other duties as assigned by supervisor or designee.

**TYPICAL TASKS: (35%)**

Under the direction of the Automotive Pool Manager or designee, operates, services, Wash vehicles and makes minor adjustments and repairs to passenger vehicles, trucks, Or any other type of automotive equipment.

An Automotive Equipment Operator I transports passengers, moves, loads and un-loads Miscellaneous supplies, commissary, furniture, other materials and keeps simple records.

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Employee

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Date

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APM I

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Date