

**POSITION DUTY STATEMENT**

DOT PM-0924 (REV 01/2025)

CLASSIFICATION TITLE CT Equipment Operator II	OFFICE/BRANCH/SECTION D6/MAINTENANCE/SPECIAL CREWS
WORKING TITLE CT Equipment Operator II	POSITION NUMBER 906-670-6286
	REVISION DATE

As a valued member of the Caltrans team, you make it possible to improve lives and communities through transportation.

**GENERAL STATEMENT:**

Under the supervision of a Caltrans Maintenance Bridge Supervisor and/or a Caltrans Highway maintenance Leadworker, incumbent will operate all types of highway maintenance equipment. You will be working on the District 6 Bridge/Structure crew. This is a traveling crew and may be required to travel up to 50% of the time, to work in any location in the District on overnight travel status. Employee will operate and service Category 1 and Category 2 vehicles & equipment requiring a valid Class A commercial license with tank endorsement. Maintenance and repair of bridges, pump houses, concrete median rails and other structures. Cleaning of bridge decks, drainage systems, and lubrication of bridge components. Repair of concrete, asphalt, epoxy overlays and roadways. Repair and maintenance of steel, concrete, and timber bridge structures. Will involve working safely at heights above water and/or the traveled roadway. When not operating the specified equipment, may perform any duties outlined under Caltrans Equipment Operator I, Caltrans Highway Maintenance Worker, Caltrans Landscape Maintenance Worker; and do other related work. Must be able to do heavy manual labor, may include routinely lifting/carrying 50 lbs or more in order to load materials and other heavy objects. May require long periods of driving or standing dependent on job assignments.

**CORE COMPETENCIES:**

As a CT Equipment Operator II, the incumbent is expected to become proficient in the following competencies as described below in order to successfully perform the essential functions of the job, while adhering to and promoting the Department's Mission, Vision, Values, Strategic Imperatives and Goals. Effective development of the identified Core Competencies fosters the advancement of the following Leadership Competencies: Change Commitment, Risk Appetite, Self-Development/Growth, Conflict Management, Relationship Building, Organizational Awareness, Communication, Strategic Perspective, and Results Driven.

- **Learning on the Fly:** Learns quickly, is open to change, experiments, and is flexible. (Safety - Integrity)
- **Dealing with Ambiguity (Risk):** Can comfortably handle risk and uncertainty, as well as make decisions to act without having the total picture. (Safety - Integrity)
- **Ethics and Integrity:** Demonstrated concern to be perceived as responsible, reliable, and trustworthy. Respects the confidentiality of information or concern shared by others. Honest and forthright. Conforms to accepted standards of conduct. (Safety, Employee Excellence - Integrity)
- **Problem-solving and Decision-making :** Identifies problems and uses logical analysis to find information, understand causes, and evaluate and select or recommend best possible courses of action. (Safety - Integrity)
- **Teamwork/Partnership:** Develops, maintains, and strengthens partnerships with others inside or outside of the organization through effective communication and collaboration. (Safety - Integrity)
- **Organizational Awareness:** Contributes to the organization by understanding and aligning actions with the organization's strategic plan, including the mission, vision, goals, core functions, and values. (Safety, Employee Excellence - Collaboration)
- **Communication:** Expresses oneself clearly in all forms of communication. Gives feedback and is receptive to feedback received. Knows that listening is essential. Keeps others in the Division and other functional units informed as appropriate. (Safety - Collaboration)
- **Forward Thinking:** Anticipates the implications and consequences of situations and takes appropriate actions to be prepared for possible contingencies. Anticipates and prepares for future developments. (Safety - Integrity)
- **Thoroughness:** Ensures that work and information is complete and accurate. Ensures that assignment goals, objectives, and completion dates are met. Documents and reports on work progress. (Safety, Employee Excellence - Collaboration, Integrity)

**TYPICAL DUTIES:**

Percentage	Job Description
40%    E	Performs bridge maintenance functions such as cleaning, repairing and general maintenance of bridge decks, bridge rails, bridge superstructures, bridge substructures, roadways, structural steel, and concrete. Builds and sets up forms using wood or metal, and loads, mixes, and places concrete.

**ADA Notice**

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30%	E	Operates trucks and other bridge maintenance or construction equipment. Operates manual/power tools not limited to: Chainsaws, jackhammers, drills, pole saws, grinders, concrete saws, circular saws, welding equipment, mixers and torches. Maintains or makes minor adjustments and/or emergency repairs to equipment.
25%	E	Works traffic control/flagging including setting and retrieving traffic cones, signs and barriers. Loading of material and equipment requiring manual labor, and/or forklift.
5%	M	Attends training, performs daily equipment inspections, keeps equipment and tools clean, graffiti removal, litter removal, safety meetings and BMP meetings.

<sup>1</sup>ESSENTIAL FUNCTIONS are the core duties of the position that cannot be reassigned.  
MARGINAL FUNCTIONS are the minor tasks of the position that can be assigned to others.

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### SUPERVISION OR GUIDANCE EXERCISED OVER OTHERS

This position does not supervise, but may cover for the Supervisor or leadworker during a temporary absence.

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### KNOWLEDGE, ABILITIES, AND ANALYTICAL REQUIREMENTS

Knowledge of:

- \* Minor construction/structure repair, and Highway maintenance work
- \* Provisions of the California Vehicle code as it applies to the operation and loading of motor vehicles
- \* Familiarity with a variety of highway maintenance and construction equipment/tools, and how to use them
- \* Basic safe working practices, policies, and procedures contained in the Departments Injury and Illness Prevention Program

Ability:

- \*To analyze situations accurately and adopt an effective course of action
- \*Communicate and follow directions written or verbal at a level required for successful job performance
- \*Skillfully operate equipment in the performance of assigned duties; make minor adjustments and emergency repairs
- \*Do heavy manual labor to assist in work related to maintenance of highway, structures, bridges, and landscaped areas
- \*Keep records of equipment usage and servicing
- \*Have a valid Class "A" unrestricted California Commercial drivers license with Tank endorsement

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### RESPONSIBILITY FOR DECISIONS AND CONSEQUENCES OF ERROR

Errors in judgment and/or safety practices could result in equipment failure or damage. This could also affect the safety of yourself, co-workers, the environment, and the traveling public.

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### PUBLIC AND INTERNAL CONTACTS

Internal contacts are usually limited to other employees and Supervisors working out of the same yard. Some contact with traveling public, as well as law enforcement and other government agencies.

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### PHYSICAL, MENTAL, AND EMOTIONAL REQUIREMENTS

Must possess the physical ability and manual dexterity to bend, stoop, kneel, sit, and stand for long periods of time. May require heavy manual labor, may include routinely lifting/carrying 50 Lbs or more, and other heavy objects. The incumbent will be required to wear safety equipment, such as earplugs, hardhats, gloves, coveralls, eye protection, rubber boots, rain gear, fall protection and breathing apparatus. The incumbent may have to walk on uneven surfaces, climb slopes, ladders, work off platforms and scaffolding. Must have the ability to develop and maintain cooperative working relationships, respond appropriately to difficult situations, and recognize emotionally charged issues or problems, and acknowledge the various responses. The mental and physical ability to work around loud and moving traffic, and equipment.

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**WORK ENVIRONMENT**

Incumbent can expect to work outside in all kinds of weather and subject to environmental conditions. In addition, the job will require incumbent to work on or near roadways with vehicular traffic, around heavy equipment, and hot and/or pressurized materials/chemicals used for Highway maintenance. May be required to work at heights over 200 feet. Work Shift: Incumbent will be on a 5/40 shift, Monday to Friday with Saturday and Sunday off. Subject to Management discretion, seasonal work shift of 4/10 may be implemented depending on operational workload. May be required to work rotating shifts or irregular shifts including weekends, nights, holidays, special events, and emergencies that effect the District or Caltrans.

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 Reviewed and Approved for advertising:

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 SUPERVISOR (signature)

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 (print)

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 DATE

I have read, understand and can perform the duties listed above. (If you believe you may require reasonable accommodation, please discuss this with your hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the Reasonable Accommodation Coordinator.)

I agree that by providing my electronic signature for this form, I agree to conduct business transactions by electronic means and that my electronic signature is the legal binding equivalent to my handwritten signature. I hereby agree that my electronic signature represents my execution or authentication of this form, and my intent to be bound by it.

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 EMPLOYEE (Print)

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 EMPLOYEE (Signature)

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 DATE

I have discussed the duties with, and provided a copy of this duty statement to the employee named above.

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 SUPERVISOR (Print)

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 SUPERVISOR (Signature)

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 DATE