



DUTY STATEMENT

☒	Current
☐	Proposed

Position Classification: Military Department Heavy Equipment Operator	Working Title: Heavy Equipment Operator
Position Number: 006-600-6591-606	CBID: R12
Work Week Group: 2	Work Hours: Monday-Friday 7:30 a.m. – 4:00 p.m
Command/Directorate/Unit: Camp SLO/Department of Public Works	Physical Work Location: 10 Sonoma Avenue, San Luis Obispo
Supervisor Name: Jose Luis Michel	Supervisor Classification/Rank: Utility Shops Supervisor
Current Incumbent: VACANT	Effective Date: 7/24/2026
Position Requirements: ☐ Conflict of Interest Filer (Form 700) ☒ California Driver's License ☒ Class A ☐ Class B ☐ Class C ☐ Class C w/Endorsement: ☐ Travel to Multiple Locations ☒ Occasional Travel ☐ Other (Specify): _____	
As an employee of the California Military Department (CMD), you are required to perform the essential functions of the position with or without reasonable accommodation. The incumbent is also expected to work cooperatively with internal staff/external partners and treat others fairly, honestly and with courtesy and respect. In addition to providing the highest level of customer service while meeting the CMD mission.	
Position Identification: Under general direction, operate refuse trucks and other heavy equipment used to operate trucks, equipment carriers, and other power equipment; to perform minor maintenance of such equipment; and to do other related work.	
Essential Functions:	
40%	Under minimum supervision; refuse truck operation for garbage and waste removal; perform backhoe operations for underground utility work; grading roads and fire breaks; forklift operation for loading and offloading of supplies; operation of trucks to haul various commodities; patching and repair of roads and streets; flood and other disaster control. Transport various heavy equipment to and from job sites. May be required to travel statewide to support CMD operations at various facilities, training areas, project sites, and emergency response locations.
30%	Operation of other miscellaneous equipment in the assistance of tenants on projects and programs at Camp San Luis Obispo. Operate a mobile boom/bucket truck to position and support Electrician II staff performing overhead electrical repairs. The incumbent does not independently perform journey-level electrical work. Assist other DPW tradesman operating heavy equipment for emergency repairs for water breaks, and culvert clean outs.
25%	Perform operator-level preventive maintenance and minor servicing of heavy equipment, including inspections, cleaning, lubrication, fluid checks, minor adjustments, and reporting equipment defects requiring repair.
Non-Essential/Marginal Functions:	
5%	Other duties as assigned. Overtime may be required.

Knowledge, Skills, and Abilities:
Knowledge and Abilities of: Operation and use of heavy motorized construction and maintenance equipment with special reference to bull dozers and heavy duty transport trucks; methods, materials, tools and equipment used in maintenance and repair of light automotive equipment; methods, materials, tools, and equipment used in preventive maintenance and servicing of heavy equipment and trucks; provisions of the California Vehicle Code as they apply to the operation of trucks and other heavy motorized equipment; road construction and maintenance practices; safety practices in the use of heavy equipment, particularly in heavily populated areas; operation of equipment under a wide variety of working conditions including work in snow and in heavy sand.
Skills: N/A
Special Physical Characteristics: Normal hearing and visual acuity with or without glasses of not less than 20/40; normal use of both hands and feet and physical strength and agility.
Required Qualifications: Possession of a valid unrestricted Class A California driver license issued by the Department of Motor Vehicles.
Desirable Qualifications: • Willingness to carry a cell phone and be available for emergency callbacks on weekends, holidays, and after duty hours • Willingness to work in a military environment • Accuracy and thoroughness in performance of tasks • Ability to work in harmony with others in a professional manner
Work Environment: • In a Military setting • Moderate exposure to various types of weather • Possible exposure to bio-hazardous materials, chemicals, and equipment
Physical/Mental Abilities: • Read, speak, and write in English • Normal hearing and visual acuity with or without glasses of not less than 20/40 • Normal use of both hands and feet • Physical strength and agility • Read, understand, follow and enforce policy and procedures • Understand and follow safety procedures • Provide verbal and written direction
Equipment Used: Loader, bulldozer, backhoe, scraper, roller, dump truck, sweeper, grader, agricultural tractor, refuse truck, water truck, low bed tractor trailer, air compressor, forklift, pick-up truck, van, mower, trencher, and roller. Phone, computer, photocopier, handheld radio.

Duty Statement

CMD 900-54

(Rev. 09/2024)

Employee Certification:

This duty statement reflects the typical duties of the essential functions described for the position. It is not considered an all-inclusive list of work requirements. I have read and discussed the duties of this position with my supervisor and understand I may perform other duties as assigned, including but not limited to, work in other functional areas to cover absences, peak work periods, or balance workload.

I certify I possess qualifications, including but not limited to, integrity, initiative, dependability, good judgment, and the ability to work cooperatively with others. Additionally, I am able to perform the assigned duties with or without reasonable accommodation. Should I have any concerns performing the assigned duties, I will discuss them with the hiring manager who will provide information for the Return-To-Work Coordinator.

I have read the duty statement and discussed the duties with my supervisor.

Employee Name (Print)	Signature	Date
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Supervisor Statement:

I have discussed the duties outlined in the duty statement and provided a copy to the employee.

Supervisor Name (Print)	Signature	Date
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State Personnel Office Use Only

State Personnel Certification: Approval

C&P Analyst Name (Print)	Signature	Date
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