San Benito Consolidated Independent School District

Human Resource Office
240 N. Crockett St. • San Benito, TX 78586 • Phone: (956) 361-6150 • Fax: (956) 361-6291

Job Title:	Backhoe Operator	**Exemption Status:**	Non-Exempt
Reports to:	Director of Maintenance	**Pay Grade:**	06
Works with:	Maintenance Personnel	**Days:**	260
Dept./School:	Maintenance Dept.	**Date Revised:**	7/29/2020

Primary Purpose:

The Backhoe Operator works under the direct supervision of the Director of Maintenance, complies with District directives and Maintenance Policies and Procedures, performs all work related to heavy equipment operation and is responsible for all projects that require the use of heavy equipment operation.

Prerequisites:

- High School Diploma or GED; and
- Valid Texas Driver's License, insurable with the San Benito CISD insurance carrier and a good driving record
- Maintains an appropriate Texas Driver's License to operate heavy equipment and a dump truck, etc., with San Benito CISD insurance carrier, and has a good driving record
- Minimum of 2 years' experience in heavy equipment operation.

Special Knowledge/Skills:

- Ability to operate a road grader, backhoe, tractor, dump truck and other heavy equipment
- Ability to operate power tools and hand tools
- Ability to read and understand verbal and written instructions
- Effective communication skills
- Skills testing will be required

Major Responsibilities and Duties:

1. Complies with District directives and Maintenance Policies and Procedures and follows all safety procedures.
2. Assists other maintenance departments as needed.
3. Operate dump truck or trailer to haul materials as required.
4. Grades roads or ground as needed.
5. Performs grounds related activities throughout the district such as: fencing, dirt work, asphalt repair, concrete work, or any other work as required and assigned.
6. Clean shop floors, stalls, driveways, tools, and equipment.
7. Assists grounds crew with projects when no need for equipment operation.
8. The foregoing statements describe the general purpose and responsibilities assigned to this job and are not an exhaustive list of all responsibilities, duties, and skills required.

Mental Demands/Physical Demands/Environmental Factors:

Tools/Equipment Used: Heavy equipment, including backhoe, tractor, dump truck, heavy equipment, riding and power tools, and hand tools, gas powered weed eater and blower, and light truck.

Posture: Moderate standing, frequent kneeling/squatting, bending/stooping, pushing/pulling, and twisting, work in tiring and uncomfortable positions.

Motion: Moderate walking, climbing, frequent grasping/squeezing, wrist flexion/extension, and overhead reaching, moderate driving.

Lifting: Heavy lifting and carrying (45 pounds and over) on a daily basis

Environment: Work outside and inside, on slippery or uneven walking surfaces, frequent exposure to extreme hot and cold temperatures, dust, toxic chemicals and materials, noise, vibration, and electrical hazards, work around machinery with moving parts, may work in tight or enclosed spaces, may work alone, regularly work irregular hours, occasional prolonged hours.

Mental Demands: Must be able to communicate (verbally and written), understand verbal instructions, reason, concentrate, and maintain emotional control under stress.

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

Employee Signature: _____ Date _____

Administrator Signature: _____ Date _____