



**TRUCK DRIVER I**  
Town of Christiansburg  
Public Works Department  
Class Code 461

**JOB SUMMERY**

Operates light and heavy-duty motor vehicles on routine hauling, street maintenance, or construction crew assignments. Performs manual labor and maintenance tasks as directed.

**WORK ACTIVITIES**

Driving Duties

- Operates a dump truck transporting men and materials to and from work sites \*
- Operates a tractor with attachments (e.g., snow plow, roller, mower, road broom, spreader) \*
- Operates roller when working on street projects
- Operates light truck for general travel between work sites and to plow snow during winter \*
- Operates garbage truck and occasionally drives garbage route
- Operates other equipment on occasion such as front-end loader, air compressor, etc.

Maintenance Duties

- Participates in general maintenance (e.g., change oil, grease transmission, wash vehicles) of public works vehicles \*
- Assists in major repairs of public works vehicles

Laborer Duties

- Performs manual labor incidental to accessories for vehicles (e.g., attaching a snow plow to truck) \*
- Mixes materials such as concrete, fertilizer, and seed
- Assists in street maintenance (e.g., fill potholes, sweep gravel away from intersections)
- Performs other duties as assigned by supervisor

\* Denotes Essential Job Function

**TOOLS AND EQUIPMENT**

- Hand tools (shovels, rakes, pick, hammer, screw driver)
- Jack hammer
- Air compressor
- Vehicle accessories (snow plow, road broom, spreader)
- Various vehicles (tractor, dump truck, garbage truck)

## **WORK CONTEXT**

The Truck Driver I works 40+ hours a week, 12 months a year. Almost all of the incumbents work day is spent outside with minimal supervision. The Truck Driver I is allowed two 15 minute breaks and a 30 minute lunch break. The incumbent is paid by the hour on a weekly basis. The environment can be very cold or hot, depending upon the weather. A low level of stress is common for this job. Assignments are routine or repetitive in nature. The job generally entails a large amount of standing, bending and lifting (maximum amount of weight to lift is approximately 80 lbs.).

## **WORK PERFORMANCE**

After an initial 6-month probationary period of employment, the Supervisor will evaluate the employee's performance. Unsatisfactory job performance may result in an extended probationary period or employment termination. Supervisor will evaluate employee every 328 days. Satisfactory job performance will result in a pay step increase until the final step of the employee's pay grade is achieved.

## **JOB QUALIFICATIONS**

Upon hire, the Truck Driver I must:

- Have a valid Virginia Commercial Driver's license
- Have a least six months experience as a truck driver
- Have a working knowledge of the operation and maintenance of automotive equipment
- Ability to operate various motor vehicles
- Have ability to perform manual tasks requiring moderate physical strength
- Be able to perform duties independent of supervision

After hire, the Truck Driver I must:

- Must have and maintain a valid Commercial Driver's License in order to operate Town Commercial Equipment. Employee is to report any changes in Driver's Licensing Status changes (Passenger or CDL licensing) to the Town immediately.
- Have skill at operating various public works vehicles
- Have skill at performing general maintenance of Public Works Vehicles
- Learn the Town's policies and procedures

## **SAFETY**

The Truck Driver I shall adhere to Town of Christiansburg policies regarding safety precautions and the use of safety equipment that is necessary for the health and safety of all employees and citizens. If a safety concern arises, the employee must stop any life-threatening problem immediately and in other cases immediately inform the employee's supervisor.

Revised 02/01