



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

COMMERCIAL TRUCK DRIVER A

Group-Section: Various	FLSA Status: Non-Exempt Bargaining Unit: AFSCME	Salary Grade: 37 Job #: SA04
-------------------------------	--	---

JOB SUMMARY

This is a journey level position performing Commercial Truck Driver A job duties with Tanker and Hazardous Materials Endorsements.

DISTINGUISHING CHARACTERISTICS

Positions at this level are fully competent and apply the full range of specialized commercial driving skills and job knowledge to safely, lawfully, and skillfully transport material, supplies, and bulk chlorine. The position is responsible for cleanliness and general appearance of the assigned vehicle, and to transport and safely and properly load and unload equipment and materials throughout the service area. The work involves treating a variety of conventional problems, questions, or situations in conformance with established criteria.

OVERSIGHT

Supervision Received: The supervisor makes assignments by defining objectives, priorities, and deadlines; and assists the employee with unusual situations that do not have clear precedents. The employee plans and carries out the successive steps and handles problems and deviations in the work assignment in accordance with instructions, policies, previous training, or accepted practices in the occupation. Completed work is usually evaluated for technical soundness, appropriateness, and conformity to policy and requirements. The methods used in arriving at the end results are not usually reviewed in detail. Work is performed with general and sometimes minimal supervision. General direction is given in terms of operations and maintenance objectives that will require self-initiated work planning and sequencing, as well as coordination of material and tool resources. As the employee progresses in skill, knowledge, and experience, minimal supervision may be appropriate.

Supervision Given: None

JOB DUTIES

1. Operates commercial vehicles greater than 10,000 pounds, including tractor and trailer combinations and secures cargo to transport and deliver products or other materials. Maneuvers truck and/or tractor and trailer into loading or unloading position, following signals from spotter as needed.
2. Tows various sizes and weights of equipment such as industrial sized blowers, generators, light towers, trailers, and tanker trailers.
3. Performs and logs daily truck inspection in accordance with the rules and regulations of appropriate jurisdictional agencies and submits report on vehicle condition; maintains daily driver log.
4. Properly handles and transports hazardous materials in accordance with the appropriate jurisdictional agencies and applies appropriate placards as required by law.

5. Checks vehicles to ensure that mechanical, safety, and emergency equipment is in good working order; performs minor vehicle adjustments and reports maintenance and repair needs. Reports vehicle defects, accidents, traffic violations, or damage to the vehicles.
6. Provides training to back-up drivers and storekeepers related to truck inspections, safe loading and securing, and required documentation.
7. Inventories and inspects goods to be moved; matches and verifies delivery list to cargo. Loads, unloads, or assists with loading and unloading truck. Wraps goods using pads, packing paper, and containers, palletizes, and secures load for transport.
8. Checks all load related documentation to ensure that it is complete and accurate; prepares and reads bill of lading; obtains customers signature or receipts for delivered goods.
9. Transports dangerous goods following appropriate safety procedures.
10. Supports and participates in safety meetings and activities.
11. Performs other related Commercial Truck Driver A job duties as required.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education and Experience: High school diploma or general education development test (GED) and four years of increasingly responsible, relevant experience operating Class A vehicles, of which two years must have been in operating a tractor trailer.

Required Knowledge of: Proper and safe operation of Class A commercial vehicles; proper load distribution and securing techniques; transporting hazardous materials; safely handling chlorine and interrelated equipment and systems directly associated with water treatment plants; transferring and delivering chlorine in tankers; local, state, and federal regulations pertaining to commercial vehicle operations; basic mathematics; and current office technology and equipment.

Required Skills and Abilities to: Safely drive a range of commercial vehicles; perform load distribution and securing techniques; use independent judgment; problem solve; efficiently plan and organize work; communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships with those contacted in the course of work; work independently and in a team environment; and operate office equipment including computers and supporting applications.

CERTIFICATIONS, LICENSES, AND REGISTRATION REQUIREMENTS

Employees in this position will be required to obtain and maintain the following certifications, licensing, and registrations:

Certificates

- Valid Department of Transportation Medical Exam and Commercial Motor Vehicle certification
- Forklift

Licenses

- Valid California Commercial Class A Driver License with air brake, hazardous material, and tank trailer endorsements that allows you to drive in the course of your employment and have two years of clean Department of Motor Vehicle record

Registrations

- None

PHYSICAL DEMANDS, WORK ENVIRONMENT AND VISION REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the job duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

Physical Demands: The work requires considerable and strenuous physical exertion such as frequent climbing of tall ladders, lifting heavy objects over 50 pounds, and crouching or crawling in restricted areas. At times may be required to use Self Contained Breathing Apparatus or other respiratory filtration and personal protection devices.

Work Environment: The work involves moderate risks or discomforts that require special safety precautions, e.g., working around moving parts, carts, or machines, or irritant chemicals; etc. Employees may be required to use protective clothing or gear such as masks, gowns, coats, boots, goggles, gloves, or shields.

Vision Requirements: Close vision (clear vision at 20 inches or less), distance vision (clear vision at 20 feet or more), peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point), ability to adjust focus (ability to adjust the eye to bring an object into sharp focus), and depth perception (three-dimensional vision, ability to judge distances and spatial relationships)