TRUCK DRIVER

DEFINITION

Under direction, drives a truck with a single axle to transport nonhazardous materials, equipment, or people; does other related work.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

EXAMPLES OF WORK:

Drives trucks with a single axle to pick up, haul, and deliver nonhazardous materials.

Receives written and/or oral assignments and drives trucks of varied types including trucks used for road maintenance and construction work and road oiling, snow plowing, and ice control work.

May assist with the repair and installation of snowplows and spreaders.

Picks up, loads truck, and delivers nonhazardous materials of varied types.

Performs minor repairs and adjustments on truck.

Supplies trucks with gas, oil, and water; keeps garage clean and in order, and keeps records of trips.

Checks, cleans, greases, washes, and performs the required adjustments to trucks and other auxiliary equipment.

Collects, loads, and unloads, with and without assistance, various types of equipment, furniture, laundry, food products, coal, ashes, garbage, or trash, and delivers same by truck to specified destinations.

Operates snow removal equipment to keep roads clear.

Maintains records of receipts, deliveries, fuel consumption, and mileage traveled.

Drives truck equipped with dump body to transport and dump loose materials such as sand, gravel, and bituminous paving material, by pulling levers and turning crank to tilt body and dump contents.

May inspect truck prior to operating for proper amounts of fuel, oil, water, and to see that tires are inflated and that lights and brakes work properly.

May make minor emergency repairs to trucks such as changing tires or installing light bulbs, fuses, and tire chains.

When not engaged in driving a truck or other equipment, may perform other work such as road and landscape construction, building maintenance and repair work, groundskeeping, laboring, or other unskilled work.

Will be required to learn to utilize various types of electronic

and/or manual recording and information systems used by the agency, office, or related units.

REQUIREMENTS:

EXPERIENCE:

One (1) year of experience in driving a truck with a single axle.

LICENSE:

Appointees must possess a driver's license valid in New Jersey. Appointees may also be required to possess a valid Commercial Driver's License (CDL) and applicable endorsements for the class and type of vehicle being operated.

NOTE: The responsibility for ensuring that employees possess the required motor vehicle license, commensurate with the class and type of vehicles they operate, rests with the Appointing Authority.

KNOWLEDGE AND ABILITIES:

Knowledge of the methods used to operate trucks and auxiliary equipment.

Knowledge of the methods used to clean and lubricate trucks, and of the methods used to service batteries, tires and lights.

Knowledge of the minor repair procedures that can be performed outside of the repair shop.

Knowledge of the methods used to load, unload, and deliver various nonhazardous materials.

Ability to detect problems with the operation of the truck and auxiliary equipment.

Ability to operate trucks and auxiliary equipment such as snow plows, spreaders, and power take-off in a skilled, safe, and competent manner.

Ability to load and unload varied types of freight.

Ability to service, clean, and perform minor repairs to trucking equipment.

Ability to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.