

SENIOR EQUIPMENT OPERATOR

- WINCH TRUCK

Public Works | Forced Drainage



JOB RESPONSIBILITIES

Terrebonne Parish Consolidated Government's Senior Equipment Operator – Winch Truck is responsible for safely loading, transporting, and unloading a wide variety of equipment and materials, supporting construction and maintenance operations.

JOB OVERVIEW

PAY TYPE

Non-Exempt (Hourly)

SCHEDULE

Tuesday to Friday

SHIFT

7 a.m. to 5:30 p.m.

LOCATION

Public Works – North Campus

REPORTS TO

Operations Supervisor

PHYSICAL DEMANDS

Lift over 50 lbs. (heavy)

WORK ENVIRONMENT

Primarily outdoors, often in varying weather conditions, requiring physical labor and the operation of heavy machinery on construction and maintenance sites for the parish-wide drainage system.

EMERGENCY EVENTS

Required to work during emergency events.

REQUIREMENTS

Valid Louisiana Class A Commercial Driver's License

In this role, the incumbent will be expected to safely operate winch trucks to load, transport, and unload heavy equipment and materials, complete required reports and permits, maintain vehicles and equipment in proper working condition, support field crews with daily operational needs.

The Senior Equipment Operator – Winch Truck also maintains compliance with all safety regulations and provides critical support during storm events and other emergency situations.

JOB DUTIES

- Safely operate a winch truck to load, transport, and unload heavy equipment, machinery, and construction materials across various Parish locations.
- Coordinate daily tasks with the Supervisor and work effectively with excavation crews and other field teams.
- Ensures all equipment and materials are properly secured in compliance with DOT load-securement standards.
- Assist in moving equipment to and from job sites, including out-of-town transport as required.
- Assists with positioning or aligning equipment for loading onto the low-boy when necessary.
- Utilize the winch system to remove obstacles from roads, canals, and other designated areas.
- Identifies and reports potential hazards, unsafe conditions, or equipment defects to supervision immediately.
- Complete all required documentation, including daily work orders, driver logs, and equipment reports, with accuracy and timeliness.
- Conduct routine inspections and minor maintenance on assigned vehicles and equipment, ensuring proper fluid levels, tire condition, air pressure, lights, and safety components.
- Maintain assigned trucks, trailers, and low-boy equipment in a clean and serviceable condition.
- Refuels vehicles and monitors consumption; maintains records of fuel usage when required.
- Operate additional heavy equipment as needed, such as dozers, excavators, and forklifts.
- Ensure all required permits are obtained, applied correctly, and renewed in accordance with departmental procedures.
- Adhere to all safety policies, operational procedures, and regulatory requirements.
- Transport a variety of materials, including spoils, limestone, rock, and riprap, to designated locations.
- Assists with debris removal, transportation of emergency equipment, and other field support activities during storm events or emergencies.
- Attend mandatory safety meetings.

SENIOR EQUIPMENT OPERATOR

- WINCH TRUCK

Continued from previous page.

JOB DUTIES CONTINUED

- Participate in quarterly One-on-One meetings with Supervisor.
- Complete all required annual trainings—including ethics, harassment prevention, diversity, and cybersecurity—in accordance with organizational and regulatory standards.
- Ensure all duties and responsibilities are performed with integrity, professionalism, and in good faith, consistently upholding and protecting the interests, reputation, and assets of the Parish government.
- Perform any additional task as required by Supervisor.

SKILLS AND QUALIFICATIONS

- **Leadership Skills:** Must demonstrate dependable leadership by working independently, supporting field crews, and promoting a safe and efficient work environment.
- **Time Management:** Effectively prioritizes tasks and manage daily assignments, transportation schedules, and reporting deadlines to ensure timely completion of all tasks.
- **Analytical Skills:** Utilizes strong analytical abilities to assess load requirements, evaluate equipment conditions, and identify potential operational hazards to ensure safe and efficient transport..
- **Communication Skills:** Strong written and verbal communication skills to communicate clearly with supervisors, crew members, and other departments to coordinate hauling activities and ensure safe loading and unloading operations.
- **Organizational Skills:** Must maintain accurate documentation, keep equipment and records in order, and manage multiple hauling responsibilities in a structured and efficient manner.
- **Technical Skills:** Must possess the technical ability to operate winch trucks, heavy equipment, low-boy trailers, and digital devices such as tablets or iPads while adhering to all DOT and safety regulations..
- **Qualifications:**
 - High School Diploma or GED Certificate.
 - Minimum of one (1) year of experience operating heavy trucks, including winch trucks, tow trucks, or low-boy trailers.

