

**DEPARTMENT:** NIAGARA COUNTY PUBLIC WORKS  
**CLASSIFICATION:** NON-COMPETITIVE PENDING NYSCSC APPROVAL  
**APPROVED:** JUNE 12, 2023

**TRUCK DRIVER TRAINEE**

**DISTINGUISHING FEATURES OF THE CLASS:** This is a training position in which the employee receives classroom and field instruction on the safe operation of heavy single unit trucks over 26,000 GVWR. The incumbent is accompanied by a qualified field trainer in the public works yard and then on the road. The training will involve situations that may occur in the normal operation of vehicles used at the Highway Division and will comply with all applicable rules, procedures, and Department of Transportation laws. The incumbent must complete the training and obtain a CDL-B within one (1) year of appointment. Incumbents will advance to Truck Driver once a CDL-B license is obtained and a minimum of six (6) months of satisfactory on-the-job training has been completed. Incumbents who possess a CDL-B license at time of appointment must complete a minimum of six (6) months of satisfactory on-the-job training before advancing to Truck Driver. Under the supervision of a field trainer the incumbent will operate trucks in the hauling of construction materials and snow removal; operate snow plows and spread salt; operate roadside mowing machines; and may be assigned to the collection of refuse. The incumbent will perform manual labor work, flagging and/or traffic control when assigned, and is expected to be available to work overtime and/or shift work during nights, weekends, and holidays. Work is performed under the direct supervision of a supervisor or trainer who assigns and oversees work. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Rides along with a licensed field trainer for training purposes;
2. Drives in the public works yard and practices driving on roads under the supervision of a field trainer who provides instruction, correction, and feedback;
3. Learns to safely operate and drive trucks to and from construction site with loads of material and supplies, also transports ice, snow and refuse for disposal;
4. Learns to safely operate snow plows and snow loading machines and road salters, maintaining and keeping roads in passable condition;
5. Learns to safely operate roadside mowing machines;
6. Properly and safely secures loads and performs safety checks of vehicles prior to operation;
7. May be assigned to do but not limited to the following: cut and remove brush and trees; make concrete forms, erect posts, lay blacktop, erect snow fences, clean and paint equipment, landscaping, building and ground maintenance, flagman, etc.;
8. May be assigned to route for the collection of refuse;
9. May be assigned to do minor repairs and maintenance on automotive equipment;
10. May be assigned to flagging and/or traffic control;
11. May be assigned to mix anti-icing liquid into stockpile or to directly apply anti-icing material to roads and highways.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of driving safety practices, traffic laws, and regulations; working knowledge of the operation of all types of trucks in a safe manner under often difficult driving and road conditions; working knowledge of hand and power tools and their appropriate, safe, and efficient use; ability to learn to operate heavy single unit trucks over 26,000 GVWR; ability to properly and safely secure loads and to perform safety checks of vehicles prior to operation; ability to operate chain saws, chop saws, cutting torches, air compressors, air tools; ability to understand and follow simple oral and written directions; ability to follow close supervision; mechanical aptitude; dependability; willingness to work overtime and/or shift work during nights, weekends, and holidays; willingness to work in various adverse conditions which may include extreme heat, extreme cold, proximity to noxious fumes, dust, mud, brush and heavy traffic; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma and one (1) year of experience in the licensed operation of motor vehicles.

**SPECIAL REQUIREMENTS:**

1. Possession of a valid New York State driver's license at time of appointment and for the duration of employment;
2. Possession of a valid CDL learners permit or CDL-B license at time of appointment.