

Civil Division: Oneida County Government,
Towns, Schools
Jurisdictional Class: Non-Competitive
EEO Category: Service/Maintenance
Revised: 04/26/11

MOTOR VEHICLE OPERATOR

DISTINGUISHING FEATURES OF THE CLASS: These duties involve responsibility for the safe and economical operation of an automobile, station wagon or light delivery truck. It requires a willingness to perform a variety of routine manual tasks. Supervision in the way of specific assignments are received from a superior. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Drives station wagon or light delivery truck to pick up and deliver equipment, messages, supplies and materials;
Washes and cleans vehicle, and suggests needed repairs;
Checks oil, tires, mileage and gasoline;
Keeps simple clerical records related to the work;
Performs a variety of errands requiring use of automobile or light pick-up truck.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Good knowledge of the geography and traffic laws of the area; ability to operate an automobile or light delivery truck; ability to understand and follow simple oral and written instructions; mechanical aptitude; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: One (1) year of experience in the operation of a light-motor vehicle such as a car, pick-up, panel truck or station wagon.

NOTE: Verifiable part-time and/or volunteer experience as described above will be pro-rated toward meeting full-time experience requirements.

SPECIAL REQUIREMENTS: Possession of an appropriate, valid New York State Motor Vehicle Operators license at time of appointment. This license must be maintained throughout appointment.

Adopted: 03/02/1982
Revised: 05/05/94, 07/01/96, 04/26/11