

# FIELD TECHNICIAN II

## - TRACK TRUCK



Public Works | Forced Drainage

### JOB RESPONSIBILITIES

Terrebonne Parish Consolidated Government's Field Technician II – Track Truck is responsible for operating a Track Truck to perform a variety of manual labor and skilled tasks to support the daily operations and upkeep of the drainage infrastructure.

#### JOB OVERVIEW

##### PAY TYPE

Non-Exempt (Hourly)

##### SCHEDULE

Tuesday to Friday

##### SHIFT

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

*Must be willing to work extra hours, including weekends and holidays as needed.*

##### LOCATION

Public Works - North Campus

##### REPORTS TO

Operations Supervisor –  
Canals/Laterals

##### PHYSICAL DEMANDS

Lift up to 50 lbs. (medium)

##### WORK ENVIRONMENT

Primarily outdoor manual labor in varying weather and environmental conditions, including work around heavy equipment, vehicles, and occasionally over or near water, while adhering to established safety protocols.

##### EMERGENCY EVENTS

Required to work during emergency events.

##### REQUIREMENTS

Valid Louisiana driver's license

In this role, the incumbent will be expected to operate a track truck, perform a variety of manual and skilled labor tasks, maintain tools and equipment, accurately document daily work activities, follow all safety regulations, and support departmental and emergency storm response operations as required.

#### JOB DUTIES

- Meet daily with the Operations Supervisor to receive assignments and review the work plan.
- Operate a track truck safely and efficiently in support of daily operations.
- Perform a wide range of manual and skilled labor tasks as assigned.
- Operate and properly use hand tools and power tools, including shovels, rakes, saws, drills, and chainsaws.
- Fuel, grease, inspect, and perform routine maintenance on assigned equipment to ensure safe and reliable operation.
- Maintain all tools and equipment in proper working condition.
- Complete daily work orders, work sheets, and related documentation using a tablet or iPad.
- Assist other divisions, Senior Equipment Operators, and Equipment Operator II as needed.
- Load, transport, and secure equipment and materials on trailers for movement to job sites.
- Ride laterals to inspect for blockages and report issues as necessary.
- Fill, service, and prepare portable pumps and generators following rain or storm events.
- Participate in training related to track truck and excavator operations.
- Verify utility locates are current and review upcoming work orders.
- Attend monthly safety meetings to remain informed about departmental safety protocols and best practices.
- Complete and submit accurate daily work reports and documentation.
- Follow all applicable safety guidelines and utilize proper personal protective equipment (PPE) while on the job.
- 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:** Demonstrates accountability and reliability by working independently, supporting team members, and following direction to accomplish daily and emergency assignments.
- **Time Management:** Effectively prioritizes and completes assigned tasks, equipment checks, and documentation within established timelines, including during storm and emergency response operations.
- **Analytical Skills:** Applies basic problem-solving skills to recognize equipment issues, identify operational concerns, and determine appropriate corrective actions or needed notifications.
- **Communication Skills:** Clearly communicates with supervisors and team members regarding work assignments, safety concerns, equipment conditions, and completed tasks.
- **Organizational Skills:** Maintains organized tools, equipment, work areas, and documentation to ensure operational efficiency and compliance with departmental procedures.
- **Technical Skills:** Operates a track truck and related equipment, safely uses hand and power tools, and must be able to use a tablet or iPad for work documentation and communication.
- **Qualifications:**
  - High School Diploma or GED Certificate preferred.
  - Ability to operate a track truck and learn the operation of additional equipment and machinery.

