



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

TRANSPORTATION CDL & EQUIP DIST TRAINER

Job Number: 21004951

Job Code: 17800V241016

Job Group: 1700 - AUTOMOTIVE AND MECHANICAL

Job Established: 10/16/2024

Job Revised:

Grade: 13 Salary (MIN - MID):

\$20,549-\$30,824 - Hourly

\$3,339.22-\$5,008.90 - 37.5 Hr. Monthly Salary

\$3,561.84-\$5,342.84 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Oversees, conducts, and coordinates all equipment related training programs within a district to include Entry-Level Driver Training for commercial driver's license (CDL) per Federal Motor Carrier Safety Administration (FMCSA); and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High School graduate.

EXPERIENCE, TRAINING, OR SKILLS:

Must have eight years of construction or highway maintenance experience.

Substitute EDUCATION for EXPERIENCE:

College or technical training in construction management, construction technology, heavy equipment operation or a related field will substitute for the experience on a year-for-year basis.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must be 18 years of age. Must possess and maintain a valid driver's license and a Class A commercial driver's license with tanker endorsement to qualify for employment in this job classification. Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this job classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s), or other credentials.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Conducts comprehensive assessments and in-depth analyses of district training needs, identifying gaps in skills and knowledge among employees in the operation of various specialized equipment. Develops, implements, and continually refines training programs that are tailored to meet the evolving demands of the cabinet and the Federal Motor Carrier Safety Administration (FMCSA) guidelines. Designs, delivers, and evaluates complex training programs, including both behind-the-wheel entry-level driver training for Commercial Driver's License (CDL) candidates and online theory courses in full compliance with the Entry-Level Driver Training (ELDT) guidelines. Ensures that all training content meets or exceeds federal and state requirements. Writes lesson plans using lecture, group discussion, demonstration, role playing, and other techniques. Develops multi-media presentations. Evaluates and integrates new training aids and technologies to enhance the effectiveness of training programs. Conducts surveys to assess ongoing training needs of the district, using results to adjust training curricula and delivery methods. Maintains logs and records of all training activities, ensuring compliance with federal and state documentation requirements. Manages complex training schedules and calendars ensuring optimal coverage and availability of trained personnel across all field operations. Coordinates with external training providers to identify, schedule, and manage additional training events. Prepares comprehensive reports and strategic recommendations to leadership on current and future training requirements. Attends and actively participates in meetings to gather and distribute program or technical information. Interprets and applies laws, regulations, policies, and procedures relevant to the Commercial Driver's License (CDL) training program per the FMCSA. Collaborates with the equipment manager and safety coordinator to provide specialized training as needed. Attends mandatory training classes to remain current on industry best practices and regulatory changes. Schedules and conducts detailed inspections of equipment and personnel, ensuring adherence to safety protocols and operational efficiency. Records company personnel and equipment hours for training performed. Provides advanced technical assistance and specialized training to sub-professional personnel. Serves as subject matter expert and point of contact for all CDL and equipment related inquiries within the District. Performs advanced level work in roadway or roadside maintenance operations. Trains employees how to operate complex equipment such as, but not limited to, boom saws, bulldozers, cranes, excavators, graders, lowboys, milling machines, self-propelled pavers, and semi-truck/trailers. Provides expert technical support to equipment section, ensuring that all equipment-related training and operations are conducted efficiently, safely, and in full compliance with applicable regulations.

UNIQUE PHYSICAL REQUIREMENTS:

Incumbents in this job title must possess the ability to walk, sit, stoop and bend. Must be able to lift and carry 50 pounds. Must be able to respond to emergencies.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Incumbents in this job title typically perform their work at a highway maintenance facility or section office, at work sites throughout the assigned work area and when necessary, district wide. Incumbent will be exposed to risks inherent to working with large equipment and machines involved with road construction. Must be able to work extended hours and be outside during inclement weather.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to drive a licensed vehicle. Applicants and employees in this job classification may be required to submit to a drug-screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.