

FERRY COUNTY
JOB DESCRIPTION
SNOWGROOMER OPERATOR

JOB TITLE: Snowgroomer Operator

SUPERVISION: Ferry County Commissioners Grooming Coordinator

JOB OBJECTIVE:

Operate the snowgroomer, transport truck and equipment in a responsible and efficient manner in accordance with the Washington State Parks Grooming Policies and the Ferry County policies.

ESSENTIAL JOB FUNCTIONS: Normal responsibilities include but are not limited to the following:

1. Routine service and maintenance on equipment (snow-cat, transport truck, chainsaw, etc) in compliance with the manufacturer's suggested schedules, procedures and materials. Maintain a detailed and accurate daily record of duties and as outlined on the State and County record log forms. These forms shall be submitted to the Supervisor on a daily basis when there is any activity.
2. Prepare a complete inventory of all equipment upon commencement of the grooming season and after the season ends.
3. Complete required operation logs including but not limited to name of trail, miles groomed, names of volunteer riders, problems encountered (if any), prior trail use, snow depth, and current weather conditions.
4. Exercise and maintain a safe and clean work environment at all times during grooming, transport and repairs.
5. Loading and unloading of the groomer.
6. Coordinate with other appropriate governmental agencies (i.e. Forest Service, Department of Natural Resources and Game Department) to identify winter logging activities or road closures.
7. Maintain radio contact with local (Okanogan County on Bonaparte System) Ferry County E-911 dispatch upon departure, twice during shift, and upon return to home base. The following information is to be relayed to dispatch: Location, approximate snow depth, any riders accompanying groomer, and estimated time of arrival at the next landmark with landmarks to be determined on the first grooming of the season.
8. Identify need for trail sign replacement along routes.
9. Operate the grooming equipment only on officially designated "Snowmobile Trails" unless otherwise directed by Supervisor.
The State owned equipment shall be subject to State regulations in the matter of operation, maintenance and official use. Any work off of designated trails that could damage equipment shall not be permitted except in an emergency situation.
10. Operate equipment in a safe and appropriate manner with grooming speed not to exceed 7 MPH.
11. Be courteous and considerate when dealing with the public.

12. If equipment must be left on trail system, it shall be parked off of the trail in a safe place.
13. Use flares and other warning devices to warn trail users of equipment breakdowns or hazards on the trail.
14. Ability to develop and maintain a consistent schedule, along with the Supervisor, to present for the Washington State Department of Parks and Recreation.

REQUIRED QUALIFICATIONS:

1. 18 years of age minimum
2. State certification for the operation of groomer is required prior to groomer operations. (Workshop in November. All fees and cost paid for County)
3. Ability to write maintenance reports and daily groomer reports as part of work routine.
4. Physically capable of handling the adverse conditions that may be encountered in the execution of winter trail grooming. Must be able and willing to work various shifts. Hours of operations shall be conducted between the hours of 2:00 PM to 4:00 AM unless an emergency exists and/or authorization has been given by the Washington State Parks to operate outside the time designation.
5. Washington State Drivers License with Commercial Drivers License (CDL) Class "B" (air brake endorsement with current health card)
6. First Aid Card/CPR certification
7. Demonstrated experience with chainsaw use and tree removal
8. Must read and confirm understanding of the attached Scope of Work regarding grooming standards of operations.
9. Ability to perform routine maintenance on equipment.

DESIRABLE QUALIFICATIONS:

1. High School Diploma or equivalent
2. Knowledge of snow conditions and grooming procedures
3. Knowledge of County, Colville National Forest and Bonaparte road systems
4. Organizational skills, to maintain accurate and concise grooming logs.

This is a non-exempt position and is considered an "At Will Employee"

THIS POSITION DESCRIPTION DOES NOT CONSTITUTE A CONTRACT FOR EMPLOYMENT

JOB TITLE: Snow Groomer Operator

PHYSICAL REQUIREMENTS:

A. How much on the job time is spent in the following physical activity? Show the amount of time by checking the appropriate boxes.

***Approximate Amount of Time

	NONE	< 1/3	1/3-2/3	> 2/3
STAND		X		
WALK		X		
SIT				X
TALK / HEAR				X
USE HANDS TO FINGER, HANDLE OR FEEL				X
CLIMBING (STAIRS, LADDER, ETC.) BALANCE				X
STOOP, KNEEL, CROUCH OR CRAWL		X		
REACH WITH HANDS AND ARMS				X
TASTE / SMELL	X			

B. Does this job require that weight be lifted or force be exerted? If so, how often? Check the appropriate boxes.

***Approximate Amount of Time

	NONE	< 1/3	1/3-2/3	> 2/3
UP to 10 pounds		X		
UP to 25 pounds			X	
UP to 50 pounds			X	
UP to 100 pounds			X	
More than 100 pounds		X		

C. Does this job have any special vision requirements? Check all that apply.

- Close Vision (clear vision at 20 inches or less)
- Distance Vision (clear vision at 20 feet or more)
- Color Vision (ability to identify and distinguish colors)
- Peripheral Vision (ability to observe an area that can be seen up and down or the left and right while eyes are fixed on a given point)
- Depth Perception (three-dimensional vision, ability to judge distance and spatial relationships)
- Ability to Adjust Focus (ability to adjust the eye to bring an object into sharp focus)
- No Special Vision Requirements

D. Comments on the specific job duties that require the physical demands selected on the front.

-NA-

How much exposure to the following environment conditions does this job require? Show the amount of time by checking the appropriate boxes.

***Approximate Amount of Time

	NONE	< 1/3	1/3-2/3	> 2/3
WET, HUMID CONDITIONS (NON-WEATHER)				X
WORK NEAR MOVING MECHANICAL PARTS				X
WORK IN HIGH, PRECARIOUS PLACES		X		
FUMES OR AIRBORNE PARTICLES			X	
TOXIC OR CAUSTIC CONDITIONS	X			
OUTDOOR WEATHER CONDITIONS				X
EXTREME COLD (NON-WEATHER)				X
EXTREME HEAT (NON-WEATHER)	X			
RISK OF ELECTRIC SHOCK				X
WORK WITH EXPLOSIVES	X			
RISK OF RADIATION	X			
VIBRATION				X
OTHER (LIST)				

***Based on approximate time on a years basis. May vary day to day.

F. How much noise is typical for the work environment of this job? Check the appropriate level below.

- Very Quiet (Ex: forest trail, isolation booth for hearing test)
- Quiet (Ex: library, private office)
- Moderate Noise (Ex: business office w/ typewriters and/or computer printers, light traffic)
- Loud Noise (Ex: metal can manufacturing department, large earth-moving equipment)
- Very Loud Noise (Ex: jack hammer work, front row at rock concert)
- Other work environment considerations _____

ATTACHMENT TO SNOWGROOMER OPERATOR JOB DESCRIPTION

SCOPE OF WORK WINTER TRAIL GROOMING

GROOMING EQUIPMENT STANDARDS – Every snow groomer must be equipped with:

- a) A minimum 10-foot wide blade with 10-way functions to groom at least a 10-foot wide trail. The minimum 10-foot wide, 10-way blade must have wings that are greater at full swing than the width of the track or the width of the drag
- b) The tracks of the pulling equipment must each be at least 36" wide for two track machines and 28" wide for four track machine to provide the proper floatation for soft snow conditions
- c) The minimum 10-foot wide tiller, drag or compactor bar must have a full cutting width or more than the tracks
- d) A closed, heated 2-person cabin
- e) A two-way radio, cellular or satellite telephone –providing constant communication
- f) A 24-unit first aid and survival kit
- g) At least two top-mounted rotating beacons or strobe lights, and back up lights (two flood and two spot)
- h) Flares and other warning devices in case of breakdown
- i) A back-alarm
- j) At least four halogen headlights
- k) An accurate working hour meter, tachometer, odometer and speedometer
- l) Minimum horsepower as related to previous year's equipment for that area
- m) Having adequate fuel capacity for 12-hours of continuous operation without refueling
- n) Ability to operate at speeds of up to seven (7) MPH with the grooming implement in operation

GROOMER OPERATOR STANDARDS – Every snow groomer operator must:

- a) Have demonstrated experience in winter trail grooming or be approved by a qualified operator
- b) Operate equipment in a safe and appropriate manner with grooming speeds not to exceed (7) MPH
- c) Be courteous and considerate when dealing with the public
- d) Report to the Washington State Parks Snowmobile Program and the local grooming coordinator any hazardous conditions (equipment breakdown in groomed trail, down trees etc.) If equipment must be left it shall be left in as safe a place as possible for the safety of snowmobilers using the trail
- e) Use flares and other warning devices to warn trail users of equipment hazards
- f) Be CPR and first aid certified
- g) Complete required operation log books and other documentation as required (log books are to be kept clean and legible)

GROOMING SCHEDULE—

- a) In coordination with the local grooming council and prior to the start of the trail grooming season, the County will develop a tentative monthly grooming schedule for the grooming season. The tentative schedule shall be based on a 16-week season and the dollars/miles recommended by the Snowmobile Advisory Council as described in the grooming contract between the State Parks and the County. The County shall submit the tentative weekly grooming schedule to the State Parks Snowmobile Program

administrator by December 1st for approval. The administrator will make revisions only after consultation with the local grooming council and the County.

- b) General grooming shall be performed Monday through Thursday with a scheduled Friday and/or Saturday grooming. The County shall thoroughly complete the Daily Trail Grooming Log, and other documentation as required, and submit them to the local grooming coordinator. The local grooming coordinator is responsible for verifying the information provided and signing off on the daily trail grooming logs. Verified logs shall be submitted to the County and in turn submitted to the Washington State Parks Winter Recreation Program on or before the 10th day of the month following that in which the services were performed. Each log shall be verified and signed by the local volunteer grooming coordinator and the County prior to submission to the Agency. Washington State Parks Snowmobile Program shall provide supervision of the County. The local Grooming Council will provide the coordination of the grooming schedule. The final determination of safe grooming conditions of any trail is reserved with the County. Unsatisfactory grooming may be subject to re-grooming at the County's expense after consultation with the local trail grooming council coordinated through the State Parks Snowmobile Program Administrator.
- c) To ensure quality of work and safety of snowmobilers and groomer operator, grooming shall be conducted in conformance with a applicable State parks and Recreation Commission Nigh Time Grooming Policy unless otherwise authorized by the Washington State Parks. Grooming beyond the times allowed in the policy without express written approval from Washington State Pars Snowmobile Program will be considered just cause for immediate termination of the contract.

GROOMED TRAIL STANDARDS: -- Groomed trails shall be:

- a) Implement groom program only after there is a 12- 18 inch base at trailhead
- b) Groomed to at least 10 feet in width
- c) Groomed before and after heavy use periods (e.g. weekends and holidays)
- d) Groom whenever the moguls are extreme to eliminate irregular snow surfaces
- e) With no berm or ridges in the trail
- f) Snowdrifts and downed trees removed to provide a smooth trail surface
- g) All curves shall be flat to provide safe and comfortable travel.
- h) Do not groom when it is raining, in avalanche conditions, heavy winds, or blue ice conditions

Each local grooming council member shall ride with his or her local groomer operator at least once per season.