

Branch  
52-83

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

2. Reason for Submission <input checked="" type="checkbox"/> Reestablishment <input type="checkbox"/> New <input type="checkbox"/> Dept't <input type="checkbox"/> Field <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other Explanation (Show any positions replaced) <i>Bridge Operator</i> <i>FL # 11-76</i> <i>US-5430-8</i>		3. Service New <input type="checkbox"/> Dept't <input type="checkbox"/> Field <input type="checkbox"/>		4. Employing Office Location Camp Lejeune, N.C.		5. Duty Station		6. CSC Certification No.	
7. Fair Labor Standards Act <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt				8. Employment/Financial Stmt Required <input type="checkbox"/> Yes <input type="checkbox"/> No		9. Subject to IA Action <input type="checkbox"/> Yes <input type="checkbox"/> No			
10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify)				11. Position is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity <input type="checkbox"/> Critical <input type="checkbox"/> Noncritical <input checked="" type="checkbox"/> Nonsensitive		13. Competitive Level Code	
						14. Agency Use			

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. Civil Service Commission						
b. Department, Agency, or Establishment						
c. Bureau						
d. Field Office	<i>Bridge Operator</i>	<i>US</i>	<i>5430</i>	<i>8</i>	<i>OB</i>	<i>8/26/83</i>
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position (if different from official title)

17. Name of Employee (if vacancy, specify)

18. Department, Agency, or Establishment Marine Corps Base, Camp Lejeune, N.C.		c. Third Subdivision General Services Section	
a. First Subdivision Base Maintenance Division		d. Fourth Subdivision Heavy Equipment Unit	
b. Second Subdivision Maintenance & Repair Branch		e. Fifth Subdivision	

Employee Review. This is an accurate description of the major duties and responsibilities of my position

Signature of Employee (optional)

20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.

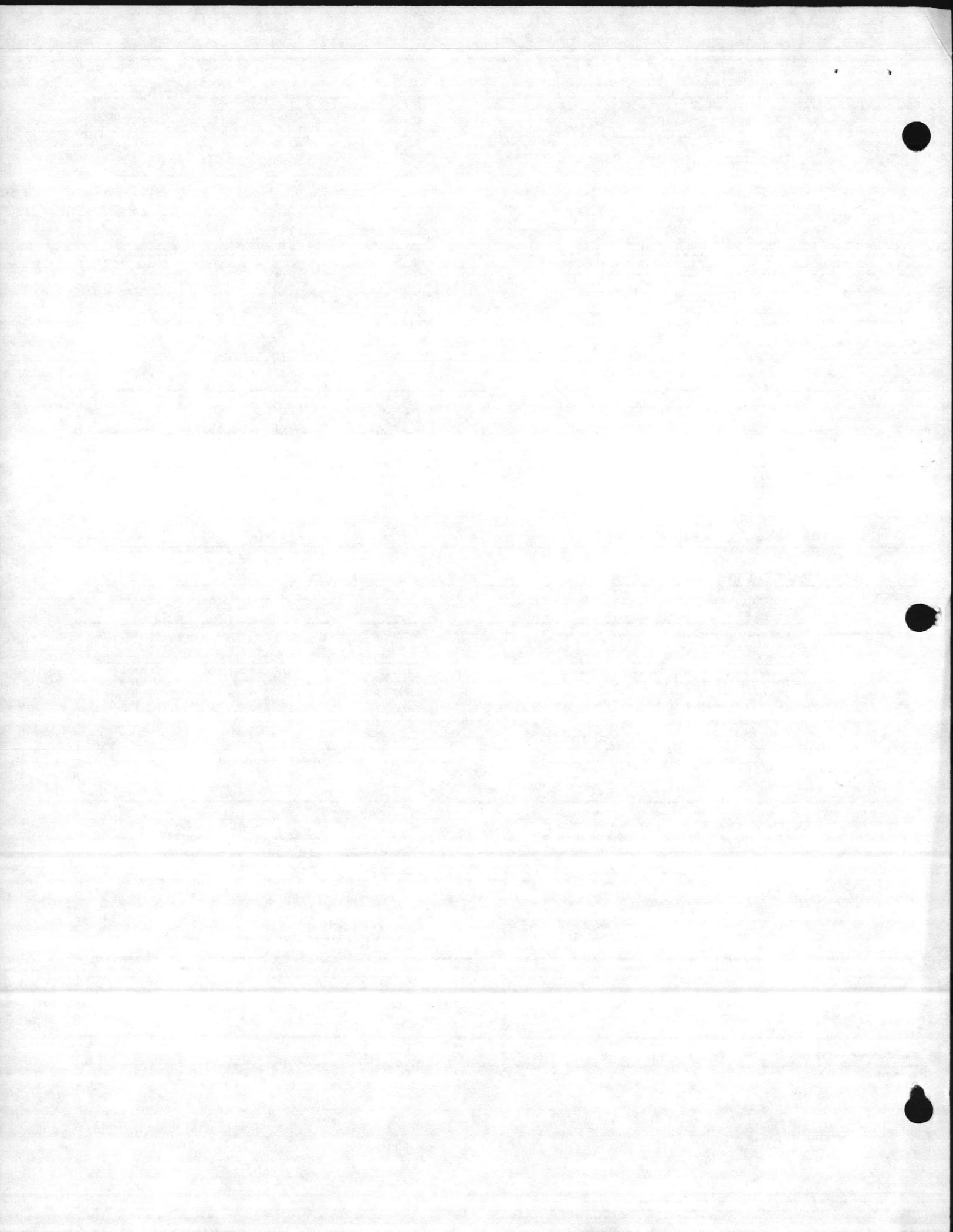
a. Typed Name and Title of Immediate Supervisor D. R. GURGANUS, Transportation Gen Frmn		b. Typed Name and Title of Higher-Level Supervisor or Manager (optional) B. W. ELSTON, Maintenance Manager	
Signature <i>D.R. Gurganus</i>	Date <i>8/17/83</i>	Signature <i>B.W. Elston</i>	Date <i>8/18/83</i>

21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U. S. Code, in conformance with standards published by the Civil Service Commission or, if no published standards apply directly, consistently with the most applicable published standards.		22. Standards Used in Classifying/Grading Position	
Typed Name and Title of Official Taking Action W. R. MARTIN CLASSIFICATION SUPERINTENDENT		FLSA: Exempt <input type="checkbox"/> CFI <input type="checkbox"/> Nonexempt <input checked="" type="checkbox"/> SPC <input type="checkbox"/> Unit Status <i>CCIC</i> BOC <i>9</i>	
Signature <i>W.R. Martin</i>	Date <i>8/26/83</i>	Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the Civil Service Commission. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the Commission.	

23. Position Review	Initials	Date								
a. Employee (optional)										
b. Supervisor										
c. Classifier										

24. Remarks

25. Description of Major Duties and Responsibilities (see attached)



91

BRIDGE OPERATOR  
WG-5430-08

I. Introduction. This position is located in the Heavy Equipment Unit, General Services Section, Maintenance and Repair Branch, Base Maintenance Division. The primary purpose of this position is to fill in as relief operator for the electric swing bridge over the Intra-Coastal Waterway at Onslow Beach, and to do mechanical repair work within the Heavy Equipment Unit when relief assistance is not required at Onslow Beach swing bridge. This position is of a non-sensitive nature.

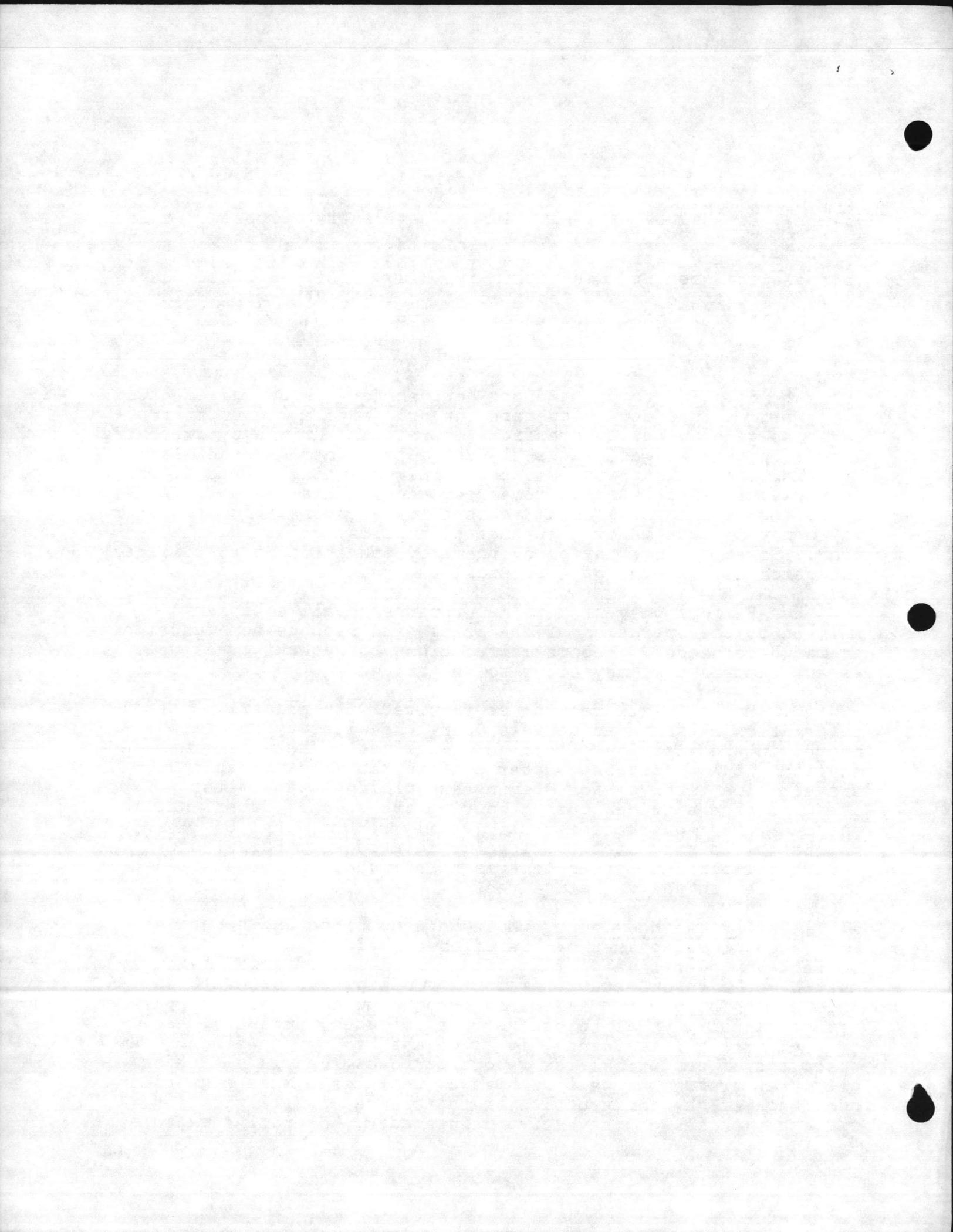
II. Major Duties.

A. Stand watch on an eight hour shift work on the electric swing bridge in order to operate the bridge to allow uninterrupted passage of waterway traffic. Operate the bridge by switching lights, gates, wedges, jacks, locks, motors to move steel span bridge 233 feet long and 37.5 feet wide, weighing 192 tons, which occurs approximately 5,000 times per year. This operation takes place from the control house, except in cases of malfunctions which may require minor adjustments, repairs, or manual operation. Power failure may be overcome by operation of an auxiliary generator as a source of electrical energy.

B. Perform preventative maintenance to all equipment related to the operation of the bridge and replace non-functioning items where needed. Report malfunctions to Supervisor as well as any damages that may occur to the bridge.

C. Maintain all records as required with properly entered information relative to vessels using the waterway and those moored in the vicinity of bridge. Information retained includes environmental conditions; water traffic rate and direction of travel; time interval for opening and closing span; meter readings of electrical current during operations; dates, nature and manhours required for repair; daily report; logs of vessels moored in vicinity of the bridge or related structures; and accident reports relating damages to structure with detailed information on the causative vessel.

III. Skills and Knowledge. Must have complete and accurate knowledge of all phases of operation of bridge and be able to correct any operative difficulties. In cases of power failure, must be able to operate generator and manipulate bridge with this source of power. As a last resort, must be able to operate bridge manually. Has to use various switches, breakers, etc. that control all incidental items related to safety signals, and operation of conditions for report purposes, and be alert for all water traffic as well as highway vehicles. Must have good knowledge of the construction of the bridge, for lubrication and other phases of preventive maintenance. Operative features

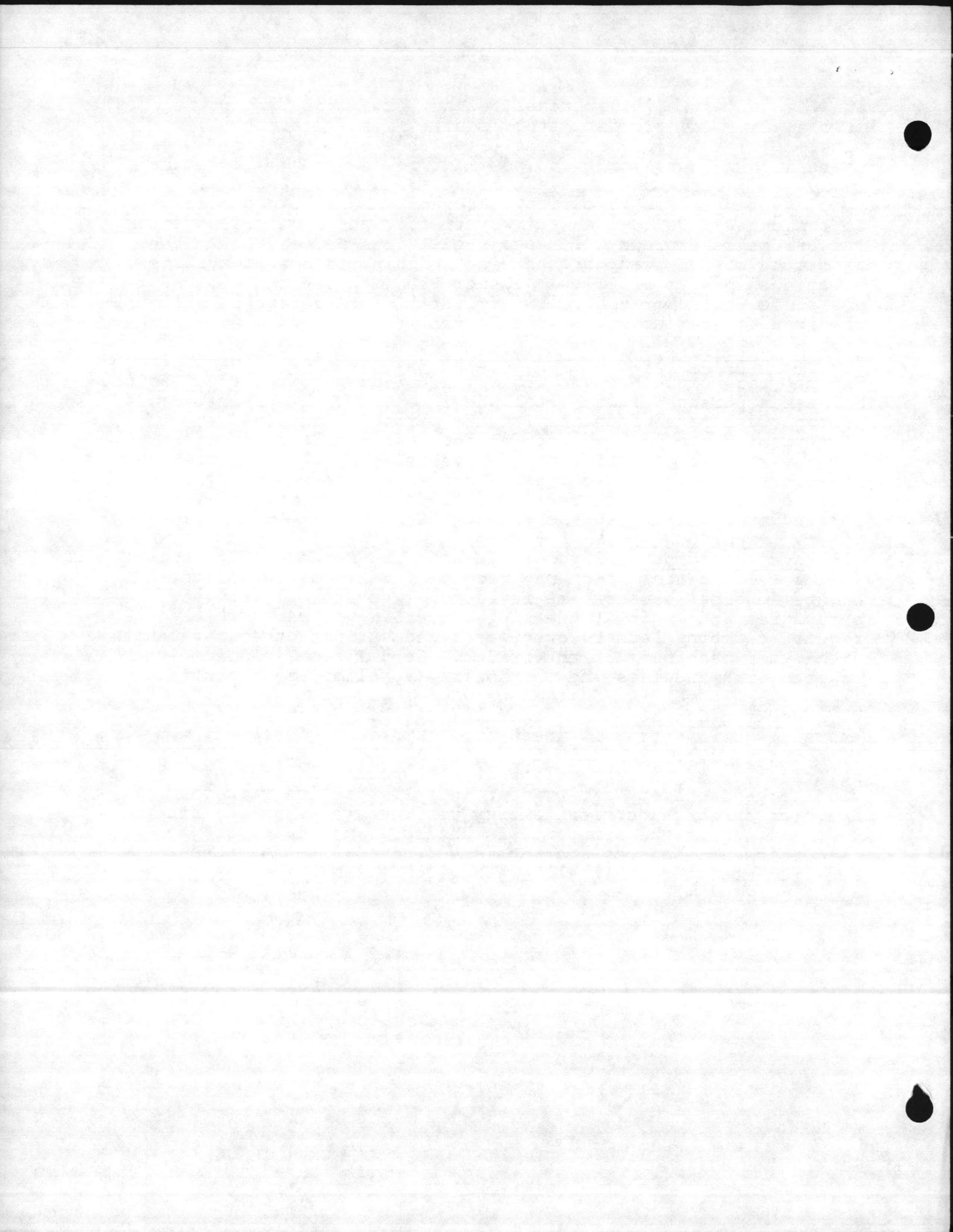


are: twenty-six (26) switches, eighty-five (85) lights, nine (9) motors, four (4) traffic gates, four (4) jacks, eight (8) wedges, two (2) locks, and one (1) twelve phase control switch operating in four cycles for movement of the span. There are twelve (12) reset switches and eight (8) breakers, one (1) battery charger and electric water pump. Must have the ability to communicate well with Waterway traffic and pedestrians around the bridge to explain rules and regulations pertaining to the operation of the swing bridge, and to maintain a good working relationship with all people associated with the bridge. Must possess a valid North Carolina driver's license, and be able to obtain a Government Operator's Permit.

IV. Responsibility. Responsible to the Transportation General Foreman for complete operation of bridge during individual shift. Maintains personal safety attitude involved with working in and around complicated machinery, other personnel involved and electrical factors. Improper actions can result in damages to bridge, waterway traffic, highway vehicles as well as persons adjacent to any of these items. Primary responsibility is to allow continuous water travel and to facilitate road travel particularly during an emergency.

V. Physical Effort. Physical demands are not excessive except during malfunctions which may require manual working of the bridge. Normal demands are replacing lighting, clearing of structures and windows, greasing and oiling of parts which require climbing ladders over water and various other movements within the machinery of the bridge. Good vision, hearing, use of both arms and legs and the ability to climb are essential.

VI. Working Conditions. Generally, working conditions are not extreme, but operator is frequently exposed to inclement weather, especially if bridge fails to function. Conditions vary from relatively good to extremely bad. All normal hazards of working with large machinery are evident in this position with the addition of the electrical energy required to power the bridge. Movement about the structure is hazardous under icy or wet conditions and hazards are increased due to fixed watches and requirements thereof in all weather conditions.



91

PERFORMANCE STANDARDS  
BRIDGE OPERATOR  
WG-5430-08

1. Critical Element: Operate the Electrical Swing Bridge on Intra-Coastal Waterway

Highly Satisfactory: Efficiently operates the electrical swing bridge on the Intra-Coastal Waterway in accordance with the U.S. Army Corps of Engineers regulations. No more than two complaints received from waterway traffic or other operators in a 12 month period. Circumstances beyond employees control would be an exception.

Marginal: No more than five complaints received from waterway traffic or other operators in a 12 month period. Circumstances beyond employee's control would be an exception.

2. Critical Element: Maintain Traffic Log

Highly Satisfactory: Maintains all required records with information properly entered relative to vessels using the waterway and those moored in the vicinity of the bridge. Information retained includes environmental conditions, water traffic rate, and directions of travel, time intervals for opening and closing the span, daily record log of vessels and accident reports relating damage. Failure to properly record vital required information should occur no more than two times per 12 month period. Circumstances beyond employee's control would be an exception.

Marginal: Failure to properly record vital required information should occur no more than three to five times per 12 month period. Circumstances beyond employee's control would be an exception.

3. Critical Element: Maintenance

Highly Satisfactory: Performs minor repairs and adjustments to bridge and assists in major repairs. Performs daily and weekly maintenance to bridge and equipment in accordance with manufacturer's specifications. Downtime should not occur more than two times per year because operator failed to perform required maintenance. Downtime caused by problems beyond operator's control would be an exception.

Marginal: Downtime should not occur more than five times per year. Downtime caused by problems beyond operator's control would be an exception.

