

**New York State Department of Civil Service**  
DIVISION OF CLASSIFICATION & COMPENSATION

Tentative Classification Standard

**Occ. Code 7252300**

<b>Drill Rig Operator, Grade 12</b>	<b>7252300</b>
<b>Drill Supervisor, Grade 16</b>	<b>7253500</b>
<b>Supervisor Drilling Operations, Grade 20</b>	<b>7254500</b>

Brief Description of Class Series

Positions in this series use specialized training and experience to oversee and operate drilling equipment used for acquiring samples of rock, soil, and pavement, and measuring ground water as part of subsurface explorations for geotechnical engineering purposes.

These positions are classified only in the Department of Transportation.

Distinguishing Characteristics

*Drill Rig Operator:* non-competitive; full performance level; oversees field drilling operations and maintains records.

*Drill Supervisor;* assists in oversight of the statewide drilling program; trains regional drill crews in proper and safe drilling techniques; and plans and directs drilling projects.

*Supervisor Drilling Operations:* one-position class; assigned to the Geotechnical Engineering Bureau in Albany; oversees the statewide drilling operations, including both State and contractor drill crews.

Illustrative Tasks

*Drill Rig Operator*

Supervises a drill crew obtaining soil and rock samples for engineering purposes.

Selects the drilling method suitable for the geologic conditions encountered during borehole progression.

Installs geotechnical instrumentation devices such as slope indicators and open well piezometers.

Assembles a floating barge when drilling over water, which includes anchoring and stabilizing, to provide a safe working platform.

Reads engineering plans to identify boring locations and coordinates utility clearance for boreholes in accordance with New York State Code Rule 753.

Maintains detailed field logs for each boring.

Trains subordinate staff in proper and safe drilling techniques.

#### *Drill Supervisor*

Travels statewide to assist and provide guidance to regional drill crews.

Trains regional drill crews in proper and safe drilling techniques.

Plans and directs drilling projects.

Maintains a statewide drill tool inventory.

Processes drill tool requests from regional drill crews and purchases replacement drill tools and supplies.

Assists in establishing standards for new drilling equipment.

Inspects and approves drilling equipment used by drilling contractors.

Provides technical support to drilling contractors.

#### *Supervisor Drilling Operations*

Supervises Drill Supervisors.

Advises and assists regional drill crews with drilling in difficult and unique situations.

Plans methods for improving drilling methods throughout the statewide drilling program.

Plans and implements appropriate training for statewide drilling personnel.

Develops specifications for upgrading State drilling equipment.

Works with the Equipment Management Division in planning drill rig, barge, and support vehicle replacement patterns.

Assists engineering staff in preparing language for drill contracts.

Inspects and approves drilling equipment used by drilling contractors.

Provides technical support to drilling contractors.

### Minimum Qualifications

#### *Drill Rig Operator*

Non-competitive: satisfactory completion of a two-year traineeship, or two years of experience assisting in the operation of drilling equipment used for acquiring samples of rock, soil, and pavement, and measuring ground water as part of subsurface exploration for geotechnical engineering purposes. Incumbents must possess a valid Class A commercial driver's license without air-brake restriction; must pass a medical examination demonstrating ability to perform heavy physical labor; and within 30 calendar days of hire, must satisfactorily demonstrate ability to meet Drill Rig Operator drilling and safety skills, know visual soil identification, and complete introduction to instrumentation; and within six months of hire, must complete 40-hour Hazpower training to identify and deal with hazardous material.

#### *Drill Supervisor*

Promotion: two years of experience as a Drill Rig Operator.

Open-competitive: six years of experience assisting in the operation of drilling equipment used for acquiring samples of rock, soil, and pavement, and measuring ground water as part of subsurface exploration for geotechnical engineering purposes, or four years of experience assisting in the operation of drilling equipment used for acquiring samples of rock, soil, and pavement and measuring ground water as part of subsurface exploration for geotechnical engineering purposes, two years of which must have been as the primary operator of a drill rig, including supervision of a drill rig crew performing subsurface exploration for geotechnical engineering purposes.

#### *Supervisor Drilling Operations*

Promotion: two years of service as a Drill Supervisor.

Open-competitive: eight years of experience supervising a drill rig crew responsible for performing subsurface exploration for engineering purposes.

When required to operate motor vehicles, candidates for all titles in this series must possess a valid New York State driver's license appropriate for the type of vehicle to be operated.

**Note:** Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

09/2025

MK