

POSITION DESCRIPTION

Class Title: Equipment Operator

Date Completed: 8/1/05

Functional

Title: Equipment Operator

Class: 6

Department: Public Works

Job Code: 0031

FLSA Status: NE

Division: Various

Job Title of Immediate Supervisor: *Division Assistant Superintendent or Superintendent*

This is manual work in which the employee performs a variety of semi-skilled or skilled maintenance work, and operates a variety of contractor's equipment and trucks utilized in construction, maintenance and repair activities; performs a variety of semi-skilled tasks in the maintenance of light, street, water, sewer and storm drainage systems. Works under the immediate direction of an Assistant Superintendent or Superintendent. Working leader who directs day-to-day operations and maintenance functions of assigned crew.

ESSENTIAL JOB FUNCTIONS:

1. Operates trucks of various sizes and weights in the loading, hauling and unloading of various equipment, materials, and supplies.
2. Operates trucks and construction or power equipment, such as mechanized broom, back-hoe, digger derrick, man-lift, dump truck, and inductor truck.
3. Operates grader, self-powered roller, asphalt paver, hydraulic excavator, gradeall, backhoe, trenching machine, and other similar equipment; drives dump truck.
4. Operates jackhammers, mowers, and other small equipment and tools to maintain street and utility systems.
5. Works with and assists the line crew in digging ditches, pole holes, hoisting material, tools, equipment, transformers and any related work with a backhoe or digger-derrick.
6. Assists in the installing and maintenance of traffic control devices.
7. Performs some or all of the duties of Maintenance Worker (MW, MWI, MWII), as required or assigned.
8. Serves as a ground person on the line crew as required and assigned.
9. Controls traffic at work sites by flagging to guide traffic through work areas, as required or assigned.
10. Performs routine inspection and preventive maintenance on assigned tools and equipment and refers defects or needed repairs to supervisor; cleans equipment.
11. Performs all duties in conformance to appropriate safety and security standards.
12. Operates a variety of power construction and maintenance equipment used in the operations and maintenance department.
13. Performs other related duties as may be assigned.

MINIMUM REQUIRED EDUCATION & EXPERIENCE:

1. Graduation from high school (or GED equivalent) or trade school; and
2. Three (3) years experience involving the use of medium and heavy equipment, two of which must have been related to utility or street systems; and/or
3. Any equivalent combination of education and experience.

MINIMUM REQUIRED KNOWLEDGE, SKILLS & ABILITIES:

1. Considerable knowledge of heavy-equipment operating principles.
2. Working knowledge of basic blueprint and construction plans.
3. Working knowledge of the hazards and safety precautions common to heavy equipment operations.
4. Working knowledge of the methods, materials and tools used in street and utility maintenance work.
5. Extensive knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
6. Working knowledge of mechanical, electrical and other equipment similar to that used in the operations and maintenance department; ability to make minor operating repairs to such equipment.
7. Skill in operation of the following tools and equipment: Motorized vehicles and equipment, including dump truck, pickup truck, utility truck, back-hoe, street sweeper, jetter/inductor truck, street roller, manlift, tamper, plate compactor, grader, self-powered roller, asphalt paver, hydraulic excavator, gradeall, backhoe, trenching machine, saws, pumps, aeroil propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, ditch witch, lawnmowers, weed eaters and similar equipment.
8. Ability to perform heavy manual tasks for extended periods of time under varying conditions.
9. Ability to drive and operate a variety of equipment under varying conditions.
10. Ability to work from construction specifications or blueprints.
11. Ability to classify soils and perform as a Department of Labor and Industries competent person on excavation sites.
12. Ability to observe conditions of operation, and to make adjustments necessary to effect proper plant operation.
13. Ability to work overtime as required.
14. Ability to work safely.
15. Ability to communicate effectively verbally and in writing.
16. Ability to establish and maintain effective working relationships with employees, other departments and the public.
17. Ability to understand and carry out written and oral instructions.

SPECIAL REQUIREMENTS:

Must possess valid State Driver's license. CDL certification required or ability to obtain within one year.

ESSENTIAL MENTAL & PHYSICAL REQUIREMENTS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

1. Use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms.
2. The employee frequently is required to stand and talk or hear.
3. The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.
4. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds.
5. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.
2. The noise level in the work environment is usually loud.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

APPROVALS:



DEPARTMENT DIRECTOR



PERSONNEL DIRECTOR

POSITION APPROVED BY ORDINANCE NO. 93-7 ON 5-13-93
REVISED 11-22-02
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