

POSITION DESCRIPTION

EQUIPMENT OPERATOR

Department: Street
Location: Street Department Building

GENERAL PURPOSE

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 municipal infrastructure, buildings, and lands.

SUPERVISION RECEIVED

Works under the close supervision of the Working Foreman.

SUPERVISION EXERCISED

None.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Operates trucks of various sizes and weights in the loading, hauling and unloading of various types of equipment, materials, and supplies; plows snow and salts streets; grade gravel streets; provide routine and preventive vehicle maintenance and repair; provide minor carpentry, electrical and/or plumbing repairs.

Works with and assists fellow employees in digging drainage ditches, sidewalk replacement and repair, setting culvert pipes and catch basins, traffic control, establish grades, infiltration and inflow dye-testing, fill potholes and inspect curb inlets;

Assists with land maintenance, lawn mowing and trimming; assists in the writing of specifications for large equipment and vehicles. Works with consulting engineers in the field.

Assists in the installation and maintenance of traffic control devices.

Performs all duties in conformance to appropriate safety and security standards.

Performs some or all of the duties of Driver/Laborer, as required or assigned.

Performs other duties and tasks as required or assigned.

PERIPHERAL DUTIES

Controls traffic at work sites by flagging to guide traffic through work areas, as required or assigned.

Position may be assigned to assist the Village Arborist in their duties.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience:

- (A) Graduation from high school or GED equivalent.
- (B) Two – three years experience involving the use of medium and heavy equipment, two of which must have been related to utility or street systems.

Necessary Knowledge, Skills and Abilities:

- (A) Considerable knowledge of heavy-equipment operating principles; working knowledge of the hazards and safety precautions common to heavy equipment operations; working knowledge of the methods, materials and tools used in municipal infrastructure, buildings, and lands.
- (B) Skill in operation of listed tools and equipment.
- (C) Ability to understand and follow oral or written instructions; Ability to read, write and communicate effectively using the English language; Ability to communicate effectively verbally and in writing; Ability to observe proper safety precautions; Ability to establish effective working relationships with other employees, supervisors and the public; Ability to perform heavy manual tasks under varying weather conditions; Ability to drive and operate a variety of equipment under varying conditions; Ability to work from construction specifications or blueprints.

SPECIAL REQUIREMENTS

Valid State operator's and CDL license at time of hire or promotion.

TOOLS AND EQUIPMENT USED

Motorized vehicles and equipment, including back-hoe, crawler, track hoe, grader, dump truck, snowplow, pickup truck, utility truck, manlift, tamper, plate compactor, chain saws, chop saws, concrete saws, pumps, aeroil propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, ditch witch, lawn mowers and weed eaters; laser and transit, welding and fabricating equipment.

PHYSICAL DEMANDS

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 individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee is required to stand and talk and hear. The employee is required to walk; sit; climb, balance; stoop, kneel, crouch, or crawl; and smell.

The employee must lift and/or move up to 50 pounds on a repetitive basis and 90 pounds occasionally. 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.

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 exposed to hot, dry, cold, snowy, wet and/or humid conditions and vibration. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually loud.

SELECTION GUIDELINES

Formal application, review of education and experience to determine Knowledge, Skills and Abilities; oral interview and reference check; job related tests may be required.

DISCLAIMER:

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.

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position classification. It is not intended to be

Issued January 2008

constructed as an exhaustive list of responsibilities, duties and/or skills required of personnel so classified. Employees are required to perform duties assigned by their supervisor.

Employee _____
Date _____

Supervisor _____
Date _____