



Detailed Job Description

HEAVY EQUIPMENT OPERATOR

JOB TITLE HEAVY EQUIPMENT OPERATOR		SUPERVISOR RESPONSIBILITY NONE	DIVISION/DEPARTMENT PUBLIC UTILITIES
LOCATION Pittsburg, KS 66762		NONEXEMPT <input checked="" type="checkbox"/> Full-time: <u>40</u> Hours	DATE WRITTEN 11/06/2008 Revised 2/19/18
REPORTS TO Street Superintendent	SALARY PAY GRADE 7 \$12.93 - \$19.99		EXPERIENCE Minimum of two years of experience operating commercial equipment. Other combinations of experience and education that meet the minimum requirements may be substituted. CDL license required.
OVERTIME EXPECTATIONS As required	OVERTIME PAY/TRAVEL REQUIREMENTS		BENEFITS Per Employee Manual
JOB OBJECTIVE. Operates equipment in the support of utilities, street and grounds maintenance. This classification requires more skill in equipment operation, i.e. excavation near utilities, and backhoe, boom truck or mini excavator. Work in progress is often performed without immediate supervision.			
ESSENTIAL FUNCTIONS <ul style="list-style-type: none"> • Operates heavy equipment such as cranes, graders, and bulldozers. • Operates heavy equipment such as backhoes, front-end loaders, street sweepers, forklifts, tractor-trailers, tractors, boom, bucket, water, and dump trucks. • Operates lawnmowers, jackhammers, chain saws, trenchers, generators, compressors, tampers, rollers, cement saws, core drills, augers, and sandblaster; uses hand tools. • Services and performs general and preventative maintenance on equipment. • Performs tasks related to removal and reinstallation of street and sidewalk materials, including concrete, asphalt, rock, and brick. • Transports and delivers materials. • Installs and maintains signs and fencing. 			

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified in this position. This job description is subject to change as the needs and requirements of the job change.



Detailed Job Description

- Performs street maintenance and grounds excavation work.
- May remove snow from streets, walks, and parking lots.
- May coordinate laborers and temporaries
- Sets safety cones and/or temporary signs around work site, and directs vehicular traffic around and through work sites with hand held flags to provide a safe working environment and citizen safety in the work site vicinity;
- Performs emergency maintenance tasks using mechanic's tools;
- Inspects and checks vehicle before use in order to ensure safe operating conditions;
- Observes, evaluates, and recommends corrections regarding safety procedures in response to employee complaints and accident incidents;
- Communicates any unsafe conditions or accidents/injuries in a timely manner to supervisor in order to facilitate prompt correction or reporting;
- Maintains equipment in proper operating condition by performing simple preventive maintenance tasks (makes simple adjustments, replaces minor parts, lubricates, and cleans equipment);
- Detects needed automotive repairs in order to promote accident prevention.
- Demonstrates continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

- Knowledge of heavy equipment operation techniques
- Current traffic laws, ordinances, and rules involved in equipment operation.
- The safe operation of trucks and equipment assigned to position.
- The use of hand tools and air compressors.

Ability to:

- Make sound decisions about equipment operation based on fundamental knowledge of automotive mechanics.
- Establish priorities for own workload based upon such factors as the need for immediate action and work objectives.
- Work independently in the performance of regular duties.
- Understand and comply with oral and written instructions.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified in this position. This job description is subject to change as the needs and requirements of the job change.



Detailed Job Description

- Work cooperatively with other City employees.
- Work safely without presenting a direct threat to self or others.
- Communicate orally with co-workers in face-to-face one-on-one settings, or using a telephone or two-way radio.

WORK REQUIREMENTS: *The environment characteristics described here are representative of those an employee encounters while performing essential functions.*

Working conditions include restricted movement, intense noise, extreme temperatures and a dirty environment. Works in small, cramped areas, in a variety of weather conditions with exposure to the outdoor elements. Work under hazardous conditions where physical danger exists due to mechanical equipment. Work shift and be available for callbacks in evenings and on weekends.

Some equipment requires possession of the appropriate commercial driver's license (C.D.L.). Pre-employment drug testing is required. Employees in C.D.L. positions will be subject to unannounced alcohol and drug testing as a condition of continued employment.

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.

Requires lifting or carrying heavy objects Moves objects (50 pounds or more). Coordinate the movement of more than one limb simultaneously (Example: operating the clutch and accelerator on a vehicle). Make fine, highly controlled muscular movements to adjust the position of a control mechanism. Climbs or descends steps repeatedly or continually over time to enter and exit equipment cabs. Travel across rough, uneven, or rocky surfaces.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified in this position. This job description is subject to change as the needs and requirements of the job change.