

Equipment Operator
Department of Public Works/Highway Bureau

Class Title: Equipment Operator
Department of Public Works/Highway Bureau

Class Definition: Working under the close supervision of the Supervisor of the Highway Bureau or his/her designated representative, the incumbent is responsible for operating 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 street, water, sewer and storm drainage systems.

Distinguishing Features of Work: Work involves the performance of a variety of semi-skilled and skilled maintenance tasks and the operation of more complicated and specialized automotive or other equipment used in the construction, operation, repair, maintenance, and replacement of City streets. Work is usually done under general supervision as a member of a crew, but work can be done independently and may follow an established and detailed routine and is subject to check in progress and upon completion.

Examples of Work: (Note: The following examples of work are only illustrative of the kind of work to be performed by persons of this class and are not intended to be all-inclusive or exclusive. The omission of specific statement of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.). This 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.

- Drives trucks of various sizes and weights, participating in the loading, hauling and unloading of various equipment, materials, and supplies; operates trucks and construction or power equipment ranging from light to heavy in nature, such as street sweepers, back-hoe, dump truck, snowplow, loaders, rollers, track machine, pavers, boom mower, breaker, street flusher and any other equipment owned or rented by the City;
- Operates jack hammers, mowers, flat plate wacker, walk-behind roller, and other small equipment and tools to maintain street and utility systems;
- Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans and lubricates equipment;
- Performs all duties in conformance to appropriate safety and security standards;
- As assigned by the bureau supervisor or his/her designee, performs any and all manual labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, laying and backfilling when not operating or servicing equipment;

- Keeps simple records of time and equipment used; and
- Assists with snow and ice removal from street.

Tools and Equipment Used: Motorized vehicles such as trucks, backhoes, front-end loaders, power and hand tools and equipment for painting and cement finishing work; mechanic's tools including jacks, air tools and other tools required for minor repairs and routine maintenance of motorized vehicles; concrete saw, jack hammer, flat plate wacker, walk-behind roller, tar kettle, chipper, leaf loaders, boom mower, breaker, steam cleaners, washers, vacuums, mops, brooms; phone, mobile or portable radio.

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 frequently required to walk, sit and talk or hear. The employee is frequently 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 use both legs and feet to operate specialized equipment. The employee is frequently required to climb or balance; stoop, kneel, crouch, or crawl.

The employee must frequently lift and/or move up to 25 pounds, and occasionally lift weights up to 100 pounds. 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 frequently works near moving mechanical parts or in all types of outside weather conditions. The employee is frequently exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals.

The employee is frequently subjected to vibration, bouncing, and jerking motions.

The noise level in the work environment is usually quiet while in the office, or moderately noisy when in the field.

Necessary Knowledge, Skills, and Abilities: Must currently possess and maintain a valid Pennsylvania Commercial Drivers License (CDL) of Class B, the ability to obtain a Tanker Endorsement within ninety (90) calendar days of placement in this position, and a safe driving record. Must be able to operate and be licensed for vehicles and/or equipment which are or which may be assigned to the Highway Bureau. Must have knowledge of laws regulating the operation of assigned vehicles upon the road.

Considerable knowledge of facilities maintenance; working knowledge of the hazards and safety precautions common to municipal maintenance and repair activities; working knowledge of the practices, methods, materials and tools used in modern equipment and facilities maintenance. Skill in operation and proper handling of listed hand and power tools and equipment; Ability to maintain effective preventive maintenance programs, policies and procedures; Ability to perform orderly disassembly and reassembly of machinery and components.

Ability to carry out assigned projects to their completion; ability to communicate effectively verbally; ability to establish and maintain effective working relationships with employees, supervisors, and the public.

Must have strength and agility necessary to maintain and operate heavy, crude machinery and ability to do heavy lifting and/or other activities which are physically exerting and are performed for extended periods of time, often under adverse situations and varying weather conditions;

Must be reliable, thorough, and dependable with the ability to work both independently and as head or part of a team. Ability to successfully carry out detailed oral and written instructions. Must be able to give detailed oral instructions. Must be thoroughly safety conscious when performing duties. Must be able to assist employees in the proper use of equipment or procedures.

May be required to work scheduled and unscheduled overtime due to emergency call-outs. Will be required to fill in for night operator as needed.

Qualifications Required for Appointment: High school diploma or possession of a GED. Skill in the operation of light and heavy machinery and equipment related to bureau operations and projects. Must currently possess a valid PA Commercial Drivers License (CDL) of Class B and a safe driving record. A person in this position will be required to obtain a Tanker Endorsement within ninety (90) calendar days of placement in this position.

Work Schedule: Per established departmental policy.