

Equipment Operator I

Weekly Hours: 40	Hourly: X	Union: X	Non-Union:
------------------	-----------	----------	------------

Position Overview:

Performs a variety of routine manual laboring duties as well as operating dump trucks, sanders, backhoes, standard hand tools and small power tools or mowers etc., involving the construction, repairing, cleaning and maintaining of Town roads. Also uses standard hand tools and small power tools or mowers.

Supervision Received:

Works under the supervision of the Highway Agent who assigns work, reviews work in progress and/or completion, and provides instructions as necessary. Duties are performed according to established and specified procedures.

Supervision Exercised:

Not Applicable

Principal Duties & Responsibilities:

Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class. (This job description is intended to be indicative and not specific.)

- Mows grass, weeds and brush; rakes and packs leaves and debris; clears culverts and drains roads and ditches;
- Shovels snow and spreads sand or salt on sidewalks, parking lots, steps; spreads sand, gravel and asphalt; digs trenches, ditches, holes and graves with pick and shovel; may use air hammer to break concrete or asphalt;
- Loads and unloads heavy materials from trucks and vans; stocks materials in storage areas or at work site; moves sand, dirt, trash, stone, etc. with wheelbarrow;
- Performs general heavy laboring duties in assisting skilled and semi-skilled workers to lay curbstone, remove trees, mix and pour concrete, lay asphalt, patch streets, install and repair water and sewer lines, maintain park facilities, etc.;
- Serves as snow plow and sander operator;
- Digs ditches, holes and graves with backhoe.
- Hauls stone, asphalt and gravel with dump truck;
- Performs other related duties as required.

Qualifications & Skills:

- Knowledge of and/or the ability to use simple hand tools;
- Ability to perform simple and routine manual labor;
- Ability to perform prolonged heavy physical labor under even adverse weather conditions;
- Ability to perform a variety of manual tasks or to understand and follow oral instructions;
- Knowledge of and/or ability to operate backhoe-loader, six wheel dump truck and other heavy equipment;
- Ability to recognize and report abnormal operating function of equipment;
- Ability to perform maintenance on the equipment and trucks;
- Ability to understand and follow oral and written instructions.

Minimum Qualifications & Skills Required:

- A high school diploma or equivalent;
- Three years (3) experience in the operation and maintenance of heavy duty equipment;
- Must be available 24 hours daily during inclement weather;
- Must be reliable and dependable;
- Must be courteous and punctual;
- Must be professional in appearance;
- Must possess a valid driver's license;
- Must possess and maintain a valid class B CDL driver's license with air brakes endorsement;
- Must possess the physical ability to perform the required tasks;
- Ability to read basic technical and maintenance manuals;
- Ability to establish and maintain effective working relationships with other Town officials, Town employees, State and Federal authorities, subordinates, contractors, and the general public;
- Or any equivalent combination of education and experience which demonstrates possession of the required knowledge, skills and abilities.

Physical Activity/Cognitive/Sensory Requirements:

- May be regularly required to exert physical effort, e.g., lifting and carrying heavy materials (over 20 lbs.).
- May be required to work outdoors under extreme of heat, cold, rain or snow.
- Talking: Necessary for communicating with others.
- Hearing: Necessary for taking instructions and receiving information.
- Sight: Necessary for doing job effectively and correctly.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as agreed/negotiated to meet the ongoing needs of the department and/or Town of Pelham.