



# CITY OF SEDALIA, MISSOURI

Job Description

<b>Job Title:</b>	<b>EQUIPMENT OPERATOR I</b>		
Department:	Public Works		
Supervisor:	Public Works Supervision Structure		
Date:	May 2013, Revision 2	Position No.	PW/14
FLSA Status:	Non-Exempt	Random Substance Testing:	Y

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## Job Summary:

This position is responsible for operating heavy equipment to facilitate public works processes.

## Job Scope:

The purpose of this position is to operate heavy equipment. Successful performance helps ensure efficient department operations.

## Essential Duties and Responsibilities:

1. Occasionally may operate the street sweeper.
2. Operates various pieces of mowing equipment.
3. Operates snow and ice control equipment.
4. Operates a front-end loader, backhoe, dump truck, and bobcat.
5. Operates various hand and power tools.
6. Installs pipes and culverts.
7. Forms, pours, and finishes concrete.
8. May perform locates for buried municipal utilities.
9. Trims trees and bushes.
10. Assists with street and storm sewer repairs; seals and patches cracks and holes in streets.
11. Lays asphalt.
12. Welds and fabricates parts.
13. Performs preventive maintenance on trucks and equipment.
14. Picks up limbs and debris following storms; picks up leaves.

15. May be required to clean catch basins.
16. Occasionally operates dump truck.
17. Performs other duties as assigned.

**Duties Specific to Wastewater Department:**

1. Performs all types of repairs on the sewer utility including sewer main repairs, sewer lateral service repairs, manhole repairs, and pipe patch repairs.
2. Enters and performs cleaning and/or repair work in confined spaces and/or open trenches.
3. Operate jet and vacuum trucks
4. Assist in lift station maintenance and monitoring
5. Performs smoke testing and/or dye testing within the sewer collection and storm water collection systems.
6. May be required to hang door hangers on residences and to communicate with homeowners and/or residents regarding sewer issues.
7. Required to fill out Emergency crew complaint forms and keep records of sewer work as required by the supervisor.

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

**Minimum Qualifications:**

1. High School diploma or GED
2. 1 years related experience
3. Must obtain a Missouri Class "B" CDL license with air brake endorsement within 6 months of employment.
4. Must have a valid Missouri drivers license.
5. Must successfully complete a pre-employment drug screen and agree to be subject to random drug screen throughout employment.

**Necessary Knowledge, Skills, and Abilities:**

1. Knowledge of department functions, policies, and procedures.
2. Knowledge of safety rules and precautions in equipment operations.
3. Skill in responding to call backs.
4. Skill in carrying out oral and written instructions.

5. Skill in working in adverse weather conditions.
6. Skill in working independently or as a crew member.
7. Skill in welding and fabricating parts.
8. Skill in performing routine and preventive maintenance on equipment.
9. Skill in operating heavy equipment.
10. Skill in using hand and power tools.
11. Skill in oral and written communication.

**Guidelines:**

1. City and department policies and procedures, building codes, safety regulations, traffic laws, and supervisory instructions.
2. Guidelines require judgment, selection, and interpretation in application.

**Complexity:**

The work consists of related duties in operating heavy equipment. Operating equipment in high traffic areas, inclement weather, and equipment breakdowns contribute to the complexity of the work.

**Principal Working Relationships:**

1. Co-workers, other city employees.
2. General public.

**Purpose of Contacts:**

Contacts are typically to give or exchange information, provide services, resolve problems, motivate or influence persons, and clarify, justify, defend, negotiate, or settle matters.

**Supervisory and Management Responsibility:**

None.

**Physical Demands:**

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

The work is typically performed while intermittently sitting, standing, walking, bending, crouching or stooping. The employee may be required to lift light and heavy objects up to 80 lbs., climbs in and out of equipment and uses tools or equipment requiring a high degree of dexterity. The employee may be required to distinguish between shades of color.

**Work Environment:**

The work is typically performed outdoors. The employee may be exposed to noise, dust, dirt, machinery with moving parts, and cold or inclement weather. The work may require the use of protective devices such as hard hats, gloves, safety glasses and work boots. May be required to be on call on a rotating schedule and work weekends and/or holidays.