



JOB DESCRIPTION

Light Equipment Operator

Class Number: 3

Department: Public Works

FLSA Status: Non-exempt

Starting Pay: \$17.26 – \$21.08

SUMMARY

Performs difficult semi-skilled work in general maintenance activities and the operation of motorized medium equipment related to solid waste, trash and bulk refuse collection, recycling, street cleaning and mowing, tree and brush removal, leaf collection, snow and ice removal activities. Work is performed under regular supervision. Primary duty will be operation of a solid waste, trash and bulk refuse collection trucks.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Duties may include, but are not limited to, the following. Other duties may be assigned.

- Operates equipment as assigned in the duties of solid waste, trash and bulk refuse collection, recycling, street cleaning and mowing, tree and brush removal, leaf collection, snow and ice removal activities, including but not limited to garbage trucks, dump trucks, boom truck, leaf vacuuming equipment, mowers, street sweeper.
- Operates hand equipment to clear trees and brush such as weed eaters and saws.
- Operates automated or semi-automated hoisting devices that raise refuse bins and dump contents into openings in truck bodies.
- Operates equipment in a safe manner following safety rules and traffic rules, alert to overhead conditions such as tree branches and power lines, alert to conditions affecting the utility worker and safety.
- Operates automated or semi-automated hoisting devices to collect bulky items.
- Inspect trucks prior to beginning routes or to special project to ensure safe operating condition.
- Drive trucks, following established routes or to geographic areas in the city as assigned, through residential streets or alleys or through business or industrial areas.

- Dump refuse or recyclable materials at disposal sites.
- Leave the garbage truck, boom truck driver seat to assist utility worker in collecting garbage, recycling, brush, trees, or bulky items when appropriate and drive to the next collection point.
- Refuel trucks or add other fluids, such as oil or brake fluid.
- Fill out defective equipment reports.
- Communicate with supervisor concerning delays, unsafe sites, accidents, equipment breakdowns, maintenance problems, or customer service concerns.
- Services and makes repairs and adjustments on equipment and truck daily.
- Clean equipment daily.
- Communicates with customer, citizens, businesses, landfill attendant regarding what items may and may not be disposed of according to regulations.
- Performs related tasks as required.

MARGINAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Assists with snow and ice removal.
- Assists with leaf collection, brush and tree collection, large bulky item pick-up.
- Repair trash bins and containers.

SUPERVISORY RESPONSIBILITIES

May carry out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include supervising subordinates and may include the following: training employees and directing work; addressing complaints and resolving problems.

COMPETENCIES

- **Dependability:** Responds to requests for service and assistance. Follows instructions, responds to management direction. Takes responsibility for own actions. Commits to doing the best job possible. Keeps commitments. Meets attendance and punctuality guidelines.
- **Judgment:** Displays willingness to make decisions. Exhibits sound and accurate judgment. Supports and explains reasoning for decisions. Includes appropriate people in decision making process. Makes timely decisions.
- **Problem Solving:** Identifies problems in a timely manner. Gathers and analyzes information skillfully. Develops alternative solutions. Resolves problems in early stages. Works well in group problem solving situations.
- **Initiative:** Volunteers readily. Undertakes self-development activities. Seeks increased responsibilities. Takes independent actions and calculated risks. Looks for and takes advantage of opportunities. Asks for help when needed.
- **Job Knowledge:** Competent in required job skills and knowledge. Exhibits ability to learn and apply new skills. Keeps abreast of current developments. Requires minimal supervision. Displays understanding of how job relates to others. Uses resources effectively.
- **Quality:** Demonstrates accuracy and thoroughness. Displays commitment to excellence. Looks for ways to improve and promote quality. Applies feedback to improve performance. Monitors own work to ensure quality.
- **Safety and Security:** Observes safety and security procedures. Determines appropriate action beyond guidelines. Uses equipment and materials properly. Reports potentially unsafe conditions.

- **Planning and Organization:** Prioritizes and plans work activities. Uses time efficiently. Plans for additional resources. Integrates changes smoothly. Sets goals and objectives. Works in an organized manner.

REQUIRED EDUCATION AND/OR EXPERIENCE

High school education or G.E.D.; six months to twelve months related experience or training; or equivalent combination of education and experience.

PREFERRED EDUCATION AND/OR EXPERIENCE

Associate degree (A.A.) or equivalent from two year college or technical school; or one year to two years related experience and/or training; or equivalent combination of education and experience.

KNOWLEDGE, SKILLS, AND ABILITIES

Thorough knowledge of the principles and practices of operating and servicing trucks and heavy equipment; thorough knowledge of the traffic laws and regulations governing equipment operation; thorough knowledge of the occupational hazards involved and the safety precautions necessary to the proper operation of varied construction and maintenance equipment; skill and care in the operation of several types of trucks and equipment; ability to understand and follow simple oral and written directions, ability to make minor repairs and adjustments to equipment, ability to operate all types of automotive equipment; skill in the operation of a variety of small, medium and heavy equipment; ability to direct the work of subordinates; good physical condition.

CERTIFICATES, LICENSES, REGISTRATIONS

Possession of a valid driver's license with CDL endorsement upon date of hire. Random drug testing.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to stand; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is frequently required to walk. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl and taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and peripheral vision.

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.

WORKING ENVIRONMENT

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; outside weather conditions; risk of electrical shock and explosives. The noise level in the work environment is usually moderate to loud.

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. Position subject to call out.

Employee

Date

Department Head

Date

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.