

**CITY OF ST. MARYS, GEORGIA
CLASS SPECIFICATION**

CLASS TITLE: SENIOR EQUIPMENT OPERATOR
DEPARTMENT: PUBLIC WORKS
REPORTS TO: VARIOUS

CLASS CODE: 1065
FLSA STATUS: N
DATE: 06/13

JOB SUMMARY:

*Serves as lead worker and performs a variety of specialized maintenance and repair functions, including: cleaning and installing new and existing drainage ditches, culverts, and storm drains; repairing roadways, water lines, and sewers; operating heavy equipment including bulldozers, backhoes, dump trucks, ditchers, shoulder graders, etc.; and performing other manual labor, as assigned, including masonry, installation of decorative lights for special events, setting up for special events, pot hole repairs, etc.

As a municipal organization, the City of St. Marys is an emergency provider of services. Some emergency situations, including weather related emergencies, may necessitate City of St. Marys employees to assist in areas of work which may not be directly related to the employees specific job function, but which will be within the physical capabilities, training, and skills of the employee.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

*Carries out lead worker responsibilities including: training in job skills, assigning and directing work, making recommendations in performance appraisal, and reporting problems to supervisor.

Plans, organizes, and evaluates daily operations of the unit to include scheduling, specifying policies and procedures, equipment and manpower; plans short-term activities and special projects; develops and implements work objectives for unit.

Collaborates, persuades and negotiates with other outside own work area to coordinate efforts and maintain cooperative and efficient relations.

Ensures quality standards and compliance with regulations are maintained.

*Monitors productivity/work flow and resolves problems to ensure deadlines are met.

Assists crews and/or performs various functions, including: repairing shoulders on City roads; cleaning and installing outfall ditches; clearing easements along outfall ditches; constructing drying beds at wastewater plants; operating equipment such as track hoe, front-end loader, and bulldozer; using laser transit to determine grade and proper depths of material; operating TV inspection equipment; laying bed liner, sewer pipes, cement, blocks, etc.; cleaning existing drainage ditches; setting up for special events and breaking down; overseeing road closures; placing forms, pouring and finishing concrete driveways, sidewalks, curbs, gutters, and storm drain boxes; cleaning highways, streets, and sidewalks; removing tree limbs; hauling heavy equipment to various job sites; replacing piping in sewer lift stations and in repairing broken water and sewer lines.

Performs other maintenance and repairs, as assigned, including installing street signs, placing forms for concrete, cutting brush, placing barricades, mows and weeds City grounds and rights-of-way, edging curbs and sidewalks, repairing pot holes, filling shoulder ruts, repairing and raising manhole rings and lids, etc.

Maintains heavy equipment (checks all fluids and hoses and lubricates equipment); reports any needed repairs to mechanic.

Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED:

Gradall	Backhoe	Tractor-trailer	Laser Transit
Track hoe	Chainsaw	Dump Truck	Front-end Loader
Motor grader	Bucket truck	Bulldozer	

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School diploma or GED; and

*Four to six years of progressively responsible related experience; or

Any combination of education, training and experience which provides the required knowledge skills, and abilities to perform the essential functions of the job.

Licenses and Certifications:

*Valid Class "A" Commercial Driver's License (CDL)

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Knowledge of the operation and function of heavy equipment.

Skill in:

Operating heavy equipment such as backhoes, excavators, front-end loaders, etc.

Using tact, discretion, initiative and independent judgment within established guidelines.

Planning, organizing, assigning, directing, and reviewing the work of staff.

Mental and Physical Abilities:

Ability to read and interpret documents such as safety rules, operation and maintenance instructions, procedure manuals, and so forth.

Ability to read, understand and follow written and verbal instructions in order to operate machinery.

Ability to add, subtract, multiply and divide whole numbers, common fractions and decimals.

Ability to deal with problems involving several variables in standardized situations.

While performing the essential functions of this job the employee is regularly required to stand and walk; use hands to finger, handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; speak and hear; taste or smell; and lift and/or move up to 25 pounds frequently and up to 100 pounds occasionally.

Working Conditions:

The incumbent's working conditions are typically very loud.

While performing the essential functions of the job the employee is regularly exposed to dirt, dust, extremes of temperature;

noxious fumes and odors; wet or humid conditions; toxic or caustic chemicals ; work near moving mechanical parts; work in high precarious places; fumes or airborne particles; outdoor weather conditions; and vibration.

The incumbent is exposed to moderate work hazards when operating heavy equipment, or using power tools.

The incumbent is exposed to outdoor hazards associated with equipment, machinery and ungraded terrain at construction sites, and moving vehicles on roadway.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.