

EQUIPMENT OPERATOR II
{CLASS C DRIVERS' LICENSE}
{CLASS ALSO USED FOR A & B DRIVERS' LICENSE}

JOB DEFINITION

A HEAVY EQUIPMENT OPERATOR POSITION THAT REQUIRES SPECIAL KNOWLEDGE IN THE OPERATION OF TRACTOR POWERED MACHINERY SUCH AS A BACKHOE, MOTOR GRADER, FRONT-END LOADER AND BULLDOZER. INCUMBENT SHOULD BE FAMILIAR WITH THE OPERATION, CAPABILITY, AND MAINTENANCE OF THE EQUIPMENT AND ITS ASSOCIATED APPARATUS. THIS POSITION MAY PERFORM A VARIETY OF SKILLED AND MANUAL LABOR TASKS WHEN NOT OPERATING EQUIPMENT. UNDER THE DIRECT SUPERVISION OF THE SUPERINTENDENT, WATER & SEWER DEPARTMENT, OR ASSIGNED SUPERVISOR.

PRINCIPLE DUTIES

PERFORMS MANUAL LABOR TASKS AND OPERATING DUTIES THAT REQUIRE PHYSICAL STAMINA AND THE USE OF ASSOCIATED EQUIPMENT AND TOOLS. SOME EXAMPLES OF THESE DUTIES ARE:

- OPERATES BACKHOE, MOTOR GRADER, FRONT-END LOADER OR BULLDOZER PERFORMING VARIOUS DUTIES AT WORK SITES.
- PERFORMS PREVENTATIVE MAINTENANCE ON EQUIPMENT SUCH AS LUBRICATION, CHECKING AIR, OIL, WATER AND OTHER FLUIDS.
- PERFORMS STREET MAINTENANCE AND OTHER CONSTRUCTION DUTIES SUCH AS LAYING DRAINAGE PIPE, SETTING GRADE, BUILDING CATCH BASINS, CLEARING RIGHTS-OF-WAY, SETTING FORMS, POURING AND FINISHING CONCRETE, CLEARING DRAINAGE SYSTEMS, MAKING UTILITY CUTS, PATCHING, DEMOLISHING DILAPIDATED STRUCTURES, OPERATING HAND AND POWER TOOLS.
- PARTICIPATES IN VARIOUS CREW ASSIGNMENTS AND ACTIVITIES SUCH AS SHOVELING LEAVES OR DIRT FROM GUTTERS OR STREET REPAIR SITES AND FROM TRUCK BED.
- MAINTAINS TOOLS AND EQUIPMENT IN GOOD OPERATING CONDITION.
- ADJUSTS CHANGES OR REPLACES NECESSARY ATTACHMENTS.
- TYPICALLY WORKS OUTDOORS AND MAY BE EXPOSED TO INCLEMENT WEATHER, HEAT, COLD, DUST, INSECTS, GRASS, POLLEN, GAS ODORANTS, GREASE, OIL, EXHAUST FUMES, MOVING MACHINERY AND OTHER HAZARDS.
- FOLLOWS ESTABLISHED SAFETY RULES ALONG WITH CITY AND DEPARTMENTAL POLICIES AND PROCEDURES.
- OFTEN WORKS INDEPENDENTLY EXERCISING GOOD JUDGMENT.
- OTHER DUTIES AS ASSIGNED FROM TIME TO TIME.

EQUIP. OPER. II
WT/SW DEPT.
CON'T

QUALIFICATIONS

- MUST BE SKILLED IN THE SAFE OPERATION OF HEAVY EQUIPMENT AND KNOW THE EQUIPMENT'S CAPABILITIES.
- MUST BE SKILLED IN PREVENTIVE MAINTENANCE OF HEAVY EQUIPMENT.
- MUST HAVE KNOWLEDGE OF CITY AND STATE DRIVING LAWS AND CODES AND SAFE DRIVING PROCEDURES.
- MUST BE AT LEAST 18 YEARS OF AGE.
- MINIMUM EDUCATION OF A HIGH SCHOOL DIPLOMA, OR ITS EQUIVALENT, WITH GOOD ORAL AND WRITTEN COMMUNICATION SKILLS TO COMPREHEND AND FOLLOW ORAL AND WRITTEN INSTRUCTIONS AND ASSIGNMENTS AND A BASIC UNDERSTANDING OF GENERAL MATH AND ITS APPLICATION.
- MUST FULLY COMPLETE A CITY OF CORDELE EMPLOYMENT APPLICATION.
- MUST PASS A BACKGROUND CHECK INCLUDING PERSONAL AND PREVIOUS EMPLOYMENT REFERENCES, CRIMINAL HISTORY, AND DRIVER HISTORY.
- MUST PASS A PRE-EMPLOYMENT DRUG AND ALCOHOL SCREEN AND JOB-RELATED PHYSICAL EXAMINATION (SEE ATTACHED SHEET FOR REQUIREMENTS).
- MUST PASS MANDATORY RANDOM DRUG AND ALCOHOL SCREENS AS DEFINED IN THE CITY OF CORDELE ANTI-DRUG AND ALCOHOL POLICY.
- MUST HAVE A VALID GEORGIA DRIVER'S LICENSE WITH A CLEAN DRIVING RECORD. W/CLASS A-B-OR CLICENSE.
- MUST PERFORM ARDUOUS TASKS FREQUENTLY UNDER STRENUOUS AND ADVERSE CONDITIONS.
- MUST BE ABLE TO WORK DEPARTMENT HOURS INCLUDING ON-CALL STATUS AND OVERTIME WHEN REQUIRED.
- MUST ESTABLISH AND MAINTAIN AN EFFECTIVE WORKING RELATIONSHIP WITH OTHER EMPLOYEES, SUPERVISORS AND THE GENERAL PUBLIC.

DESIRED JOB CHARACTERISTICS

- DEPENDABLE AND PUNCTUAL WITH AN EXCELLENT ATTENDANCE HISTORY.
- NEAT AND CLEAN PERSONAL APPEARANCE AND ATTIRE.
- HAVE KNOWLEDGE OF, OR ABILITY TO EASILY LEARN, THE CITY STREET SYSTEM, PHYSICAL LAYOUT AND ADJACENT AREAS INCLUDING COMMERCIAL AND RESIDENTIAL LOCATIONS.

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| SIGNATURE | DATE |
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REVISED 10/93 5/95 3/15

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| JOB TITLE | EQUIP OP II (ALL) | APP TRAK | 07 |
| EEO CLASS | OPERATIVES | | |
| EEOC# | 7 | | |
| EEO4 | UTILITIES & TRANSPORTATION | | |
| | BACKHOE-MOTOR GRADER-FRONT-END LOADER & BULLDOZER | | |
| GRADE | 10 | | |