



Resolution: 081417

Job Title: Operator I

Department/Division: Public Works

Reports To: Public Works Supervisor

Direct Reports: None

Salary Class/Salary Grade: Classified/Grade 10

Employment Status/FLSA: Full-time Regular/Non-exempt

GENERAL DESCRIPTION:

The purpose of this position is to perform a variety of semi-skilled tasks to assist in the repair and maintenance of streets, storm drains, curbs, gutters and sidewalks.

ESSENTIAL JOB DUTIES:

1. Clears debris from streets, storm drains, curbs, gutters and sidewalks.
2. Mows and weeds right-of-ways.
3. Operates heavy motorized street sweeping equipment to sweep gutters and streets.
4. Inspects and maintains equipment; check fuel, fluid levels, air pressure, etc.
5. Inspects and maintains storm drains.
6. Operates tractors, mowers, hand operated equipment and other listed equipment as needed.
7. Drives vehicle, prepares chemicals and operates and maintains all equipment used in the spraying of mosquitoes.
8. Performs custodial work as required.
9. Assist as needed with trash pickup and services.
10. Respond to emergency and special event clean-ups.
11. Attend and participate in safety meetings; abide by safety protocols and help maintain a safe working environment for self and others.
12. May operate equipment including, but not limited to, bobcat, tractor, asphalt roller, street sweeper, rear load trash truck, and bucket truck as needed.
13. Distribute and make repairs as needed to garbage carts

Essential Job Duties are intended to be examples of duties and are not intended to be all inclusive. There will be other duties as assigned. All incumbents may not perform all job duties listed, and some incumbents may perform some duties which are not listed, and incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this description.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Skill and knowledge in the proper and safe techniques of using and maintaining all equipment
- Knowledge of City streets and established routes
- Knowledge of City and Department policies and procedures
- Knowledge of State of Alabama requirements for mosquito control
- Ability to read and understand rough diagrams
- Ability to work independently or as a team to complete daily activities according to work schedule
- Ability to perform manual labor outdoors for extended periods under various weather conditions
- Ability to understand and follow instructions
- Ability to exercise sound judgment within the scope of responsibility
- Ability to establish and maintain effective working relationships with co-workers, supervisors, and the public
- Ability to drive to assigned locations
- Must be able to be on-call and respond to emergency situations

MINIMUM QUALIFICATIONS:

Any combination of education and experience which demonstrates the knowledge and experience to perform the work.

ESSENTIAL PHYSICAL REQUIREMENTS:

The physical activities required for this position involve:

Frequent standing, sitting, walking, using hands to operate tools or controls, reaching with hands and arms, stooping, kneeling, crouching, talking, hearing, climbing or balancing, and crawling.

This position requires lifting:

Up to 25 pounds frequently; up to 50 pounds frequently; up to 100 pounds occasionally.

This position has the following special vision requirements:

Close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

ENVIRONMENTAL WORKING CONDITIONS:

The following physical conditions and hazards may be encountered while working in this position:

Extreme heat and cold, moving mechanical parts, fumes, odors, toxic chemicals, infectious diseases, electric shock, and loud noise.

I certify that this job description is a true reflection of the major responsibilities, requirements, and duties of this position.

Immediate Supervisor

Date

Department Head

Date

I have read this job description and understand the major responsibilities, requirements, and duties of this position. I understand the duties listed in this description are not all-inclusive and there may be other duties assigned to me.

Employee

Date