

## POSITION DESCRIPTION

**Position Title:** Equipment Operator I  
**Department:** Public Works  
**Division:** Storm Water  
**FLSA:** Non-Exempt  
**Retirement:** KPERS  
**Effective Date:** January 1, 2023

### **GENERAL PURPOSE**

Assist with the maintenance and repair of all City storm water/sewer structures. Performs a variety of semi-skilled tasks involving manual labor of a physically demanding nature.

### **SUPERVISION RECEIVED**

Works under the direct supervision of the Equipment Operator II/Storm Water. May receive general supervision from the Street Foreman and Operations Superintendent.

### **SUPERVISION EXERCISED**

None generally; however, may occasionally be assigned as lead worker with temporary laborers.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

*(Note: Important duties and responsibilities may include, but are not limited to, the following)*

- Shall perform skilled and semi-skilled tasks while completing assigned daily duties.
- Assists with repairs and maintaining of storm drainage structures per issued work orders and/or as observed through field observation.
- Operates trucks and construction power equipment such as, storm sewer truck with boom, skid steer, loader, backhoe, dump truck (and snow plows), air compressor, pneumatic hammers, portable electrical generator, sump pumps and other equipment related to regular work assignments.
- Performs preventative maintenance and routine inspection of all assigned equipment; reports defects or needed repairs to supervisor.
- Maintains accountability and control of all assigned equipment in the absence of the Equipment Operator II.
- Assists with control of traffic at work sites in accordance with established work zone control safety standards.
- May perform general laboring tasks assisting in the construction or maintenance of sewer, street, and other municipal systems.
- Clean storm sewer lines and perform minor construction maintenance, with minimal supervision.
- Performs other duties such as snow and ice control and storm damage recovery.
- May perform routine inspections related to land disturbance permits and erosion control measures and maintains related records.
- Must be capable of working and solving problems independently.
- Maintains and monitors a safety culture in accordance with City policy. This culture will minimize accidents, injuries and property damage. Oversees the safety of assigned operations by instructing individuals in proper safety procedures and/or reporting violations of safety policies.
- May perform other duties as assigned.

## **PERIPHERAL DUTIES**

- Must deal tactfully and courteously with the general public and fellow employees.
- Assists the Street Division when needed.
- May serve as a member of various employee committees as assigned.

## **MINIMUM QUALIFICATIONS:**

- (A) Be at least 18 years old at time of hire;
- (B) Graduation from a high school or GED equivalent;
- (C) Possess a valid driver's license at time of application (and maintain for duration of employment) and meet insurability standards under fleet insurance policy; and
- (D) Must obtain Class B CDL certification within one (1) year of hire and maintain for duration of employment.

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

- (A) Basic knowledge of light to heavy-equipment operating principles; working knowledge of the hazards and safety precautions common to light to heavy equipment operations; working knowledge of the materials and tools used in storm water/sewer maintenance work.
- (B) Skill in operation of listed equipment and tools.
- (C) Ability to work with masonry and concrete repair procedures and techniques.
- (D) Ability to withstand prolonged exposure to variable weather conditions; Ability to perform manual tasks involving physical strength (lifting up to 80 pounds) and endurance under variable weather conditions ranging from extreme cold to extreme heat.
- (E) Ability to read and comprehend written instructions to include understanding oral instructions; Ability to effectively communicate with supervisor and/or contractors; Ability to develop and maintain effective working relationships with the general public, department personnel, and other City employees.
- (F) Ability to read, write and comprehend the English language.

## **SPECIAL REQUIREMENTS**

- Subject to immediate call outs during snow, storm, traffic signal or other emergencies.
- Must comply with the City's established on-call response timeframes (40 minutes) within 90 days of hire date.
- Must obtain First Aid/CPR/AED Certification within 6 months of hire date and maintain for duration of employment.
- Must obtain Flagger Certification within 12 months of hire date and maintain for duration of employment.
- Must obtain certification in Temporary Traffic Control within 12 months of hire date and maintain for duration of employment.
- Must attend Confined Space Entry and Trenching/Excavating Safety annually.

## **DESIREABLE QUALIFICATIONS**

- Minimum of six (6) months experience as a general laborer; and
- Minimum of one (1) year experience in the operation/use of light to heavy equipment; and
- Demonstrated knowledge of storm water functions, repair and maintenance procedures/techniques.
- Previous work experience in storm water or concrete construction.

## **TOOLS AND EQUIPMENT USED**

Motorized vehicles/equipment, including dump truck, pickup and utility truck, snow plow, back hoe, skid steer, front end loader, tamper, plate compactor, saws, pumps, compressors, sanders, generators, common hand and power tools, pneumatic tools, shovels, wrenches, detection devices, mobile radio and phone.

**PHYSICAL DEMANDS**

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.

While performing the duties of this job, the employee is frequently required to reach with hands and arms. The employee is regularly required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee frequently is required to stand and talk or hear. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and smell.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 80 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT**

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.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to hot, cold, wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually moderate to loud.

**SELECTION GUIDELINES**

Formal application and review of qualifications, education and experiences; testing which may include: written and/or practical examination, oral interview; final selection, background investigation, reference check and post-offer medical examination to include a drug screen; and other job related tests may be required.

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

The position description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

**APPROVING AUTHORITY:**

\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Date

\_\_\_\_\_  
HR Director

\_\_\_\_\_  
Date