

## POSITION DESCRIPTION

**Position Title:** Equipment Operator I  
**Department:** Public Works  
**Division:** Solid Waste  
**Retirement:** KPERS  
**FLSA:** Non-Exempt  
**Effective Date:** November 6, 2024

### **GENERAL PURPOSE**

Performs a variety of unskilled and semi-skilled work, and operates a variety of equipment, in the collection of solid wastes.

### **SUPERVISION RECEIVED**

Works under the immediate supervision of the Solid Waste Equipment Operator III with general oversight by the Assistant Superintendent of Operations.

### **SUPERVISION EXERCISED**

May be required to work as lead crew member in the absence of the EOII, Assistant Superintendent of Operations, and Operations Superintendent.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

(Duties listed below do not include all tasks which may be performed.)

- Drives a collection vehicle over a designated route, picking up solid waste containers, including recyclables or yard waste as assigned, and depositing the containers into a collection vehicle, and returning containers to the prescribed area.
- Makes special collections as assigned.
- Notes variances to prescribed service.
- Maintains radio or other communications with the office to receive or report variances to standard operations.
- Conducts a daily inspection of tire air pressures, hydraulic pressure, air tanks, hydraulic fluids, transmission fluids, power steering, lights, and other critical parts of a solid waste collection vehicle prior to the execution of the daily tasks.
- Observes surrounding conditions such as citizens, equipment, property, etc. in order to assure that solid waste is collected in a safe manner; regulates traffic in hazardous conditions in order to assure safety conditions for the collection personnel and the general public.
- Drives vehicle to a sanitary landfill or compost facility and unloads collection vehicle.
- Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor, cleans equipment, washes collection vehicles as necessary.
- Maintains a variety of records relating to inspections, maintenance activity, collection activity, etc.
- Responds to complaints at the curb; resolves complaints within scope of authority; explains actions to supervisor.
- Performs all duties in conformance to appropriate safety and security standards.
- Perform other duties as assigned.

## **PERIPHERAL DUTIES**

- Assists the Street Division with snow removal or other tasks when needed.
- Serves as a member of various staff committees as assigned.

## **MINIMUM QUALIFICATIONS**

### ***Education and Experience:***

- (A) Graduation from high school education or GED equivalent;
- (B) Must be 18 years of age at time of application; and
- (C) One year experience in the operation of trucks and other light automotive and non-automotive equipment.
- (D) Possess a valid driver's license at time of application (and maintain for duration of employment) and meet insurability standards under fleet insurance policy.

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

- (A) Some knowledge of equipment, methods and procedures used in solid waste and recyclables collection activities;
- (B) Skill in operation of some of the listed tools and equipment.
- (C) Ability to perform heavy manual tasks for extended periods of time; Ability to work safely; Ability to establish and maintain effective working relationships with employees, supervisors and the general public; Ability to understand, carry out, and give clearly written and oral instructions.

## **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 Class B CDL certification within one (1) year of hire and maintain for duration of employment.

## **TOOLS AND EQUIPMENT USED**

Motorized vehicles and equipment, including packer truck, recycling collection truck, utility truck, hydraulic lifts, common hand and power tools, wrenches, mobile or portable radio.

## **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 regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee frequently is required to stand and walk and sit. The employee is occasionally required to hear and talk.

The employee must frequently lift and/or move up to 65 pounds and rarely lift and/or move up to 100 pounds, with assistance. 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 wet and/or humid conditions and vibration. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals.

The noise level in the work environment is usually 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 City and employee/individual and is subject to change as the needs of the City and requirements of the job change.

**APPROVING AUTHORITY:**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date