

CITY OF DAHLONEGA, GEORGIA

CLASSIFICATION DESCRIPTION

CLASSIFICATION TITLE: EQUIPMENT OPERATOR

PURPOSE OF CLASSIFICATION

The purpose of this classification is to perform equipment operation and skilled and manual labor in support of City streets services and/or maintenance projects including refuse collection, grounds keeping, and/or the maintenance and repair of City streets, parks, cemeteries, and properties.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. The omission of specific statements of the duties does not exclude them from the classification if the work is similar, related, or a logical assignment for this classification. Other duties may be required and assigned.

Works as a crew member for assigned maintenance projects: prepares cemetery grave sites; clears streets of fallen tree limbs and debris; trims trees and bushes; delivers and spreads asphalt, mulch and gravel; mows lawns and road shoulders; paints street and/or parking lot markings; repairs pot holes; pours, sets and finishes concrete work; erects and/or repairs street signs; chips trees, vacuums and blows leaves; replenishes bags in trash cans; and cleans ditches.

Drives a Class A refuse collection and/or a recycling truck throughout the City; picks up refuse and/or recycling from residential homes and commercial businesses; collects and removes refuse, tree limbs, brush and other debris from City grounds and properties; transports refuse and debris to landfill; and transports recycling to appropriate facility.

Operates a variety of varied purpose equipment; drives and operates street sweeper, long arm mower, rubber tire backhoe, dump truck, paving equipment, tractors, and other equipment; operates hand and power tools, chippers, mowers, spreaders, leaf vacuums, jack hammers, rakes, and shovels.

Performs preventive maintenance and minor repairs on tools, equipment and vehicles; Conducts pre- and post-trip inspections, including checking all fluids, gauges, lighting, mirrors, tires, body damage, seats and seatbelts, cleanliness of vehicle, etc.; fuels trucks; loads and secures materials; reports all problems or necessary repairs to appropriate personnel immediately; completes and maintains inspection, gas usage and other associated documentation.

Adheres to established safety procedures; monitors work environment and use of safety equipment to ensure safety of employees and other individuals; flags and directs traffic and places markers, signs, and cones around project/work site to ensure safety of crew and the traveling public; and follows safety practices and wears protective gear.

Communicates with supervisor, employees, other departments, service representatives, vendors, the public, and other individuals as needed to coordinate work activities, review status of work, exchange information, or resolve problems.

Operates a variety of machinery, equipment, and tools, to complete essential functions to include the use of commercial-grade trucks and City vehicles.

ADDITIONAL FUNCTIONS

Assists with setting up for dedicated events; hangs and removes banners and signs for City sponsored events; and assists with clean up after festivals and/or dedicated events.

Performs other related duties as required.

MINIMUM QUALIFICATIONS

High school diploma or GED; supplemented by one (1) year of experience operating construction equipment and performing grounds keeping or general maintenance work; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. Must possess and maintain a valid Georgia Commercial Driver's License (CDL) including appropriate endorsement(s).

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to determine, calculate, tabulate, or summarize data/information. Includes performing subsequent actions in relation to these computational operations.

Human Interaction: Requires the ability to exchange information for the purpose of clarifying details within well-established policies, procedures, and standards.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials requiring complex and/or rapid adjustments.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference, descriptive and/or advisory data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division. May include counting, recording of counts, and basic measuring.

Functional Reasoning: Requires the ability to carry out instructions furnished in written, oral, or diagrammatic form, involves semi-routine standardized work with some latitude for independent judgment concerning choices of action.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving a variety of pre-defined duties which are often characterized by frequent change.

ADA COMPLIANCE

Physical Ability: Tasks require the regular and at times sustained performance of moderately physically demanding work, typically involving some combination of climbing and balancing, stooping, kneeling, balancing, climbing, repetitive motion, standing, walking, crouching, and crawling, and that generally involves lifting, carrying, feeling, fingering, grasping, handling, reaching, pushing, and/or pulling of heavy objects and materials (50-100 pounds).

Sensory Requirements: Some tasks require the ability to have close visual acuity to perform activities such as analyzing data; process color, depth perception, and field vision; determine the accuracy, neatness, and thoroughness of assigned work, operate motor vehicles and/or heavy equipment; and perform an activity such as a visual inspection involving small parts. Some tasks require the ability to communicate orally and at high volumes to be heard above ambient noise. Some tasks require the ability to perceive the nature of sounds at normal speaking levels with or without correction and receive detailed information through oral communication.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, heights, machinery, vibrations, and traffic hazards.

The City of Dahlonega, Georgia is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the city will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodation.

I understand the position description for my job and what is expected of me. I understand that this is what I will be evaluated on. Further, I am able to meet the working conditions and physical requirements as stated for the position that I hold or will hold.

Employee Signature

Date