CITY OF FLORENCE

600 West 3rd Street
Florence, Colorado 81226
(719) 784-4848
cityofflorence@florencecolorado.org
www.cityofflorenceco.gov

Position: Equipment Operator
Supervisor: Street Foreman, Director of Public Works
Department: Public Works Department
Salary Range: $19.32 - $29.72/hour, DOE, DOQ
Benefits: Full-time benefits include health, dental, vision, retirement, and supplemental insurance.

General:
Under general supervision of the Director of Public Works/ Street Foreman performs a variety of skilled work related to the operation and maintenance of medium to heavy sized equipment such as dump trucks, loader, backhoe, tractors, graders, rollers, mowers, asphalt patching machines etc. And semi-skilled tasks related to the repair and maintenance of water meters and pits, service lines, alleys, parks, and other public areas

Essential Duties and Responsibilities:
Other duties may be assigned by the Director of Public Works/Street Forman

- Operates the snow plow to clear and maintain the streets in the winter
- Operates the backhoe to uncover water lines, load trucks, etc.
- Operates utility tractor, rotary mowers, etc., to maintain roadside and recreation areas
- Operates street grader and loader in street maintenance and repair
- Participates in minor maintenance functions such as lubrication, oil changes, and safety checks
- Performs other related duties, as assigned
- Performs a variety of manual tasks using small tools, shovels, rakes in the general maintenance of streets, alleys and public right of ways
- Inspects and repairs water meters
- Maintains inventory of meters, meter pits, pipe, valves, couplings, and other materials necessary for the repair , maintenance and installation of water services
- Maintains and operates all tools and equipment necessary for the maintenance, repair and installation of service lines and meter pits
- Performs all ¾-2” water taps on city main lines for new water services
- Mows and trims grass and weeds around public areas and right of ways
- Digs and fills all holes
- Loads and unloads dirt, asphalt or other materials into or from trucks
- Repairs and patches holes in asphalt surfaces
- Shovels snow, cleans drains, and ditches
- Makes minor repairs to and or paints fences, benches, tables, crosswalks, curbs, buildings etc.

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- Performs other related work as assigned
- Responsible for working with mechanic in the care and maintenance of all heavy equipment to insure it works properly at all times

Supervision Give and Received:
Receives general instructions on routine work, detailed instructions on new assignments from the Director of Public Works/ Street Foreman

Qualifications:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Knowledge, Skills, and Abilities:

- Considerable knowledge of excavation work
- Considerable knowledge of departmental rules and regulations and safety procedures regarding operation of all equipment
- Ability to follow all rules
- Ability to perform minor repairs to equipment
- Ability to work independently
- Ability to establish and maintain effective working relationships with fellow workers
- Skill in the proper use of a variety of heavy equipment
- Must possess a valid driver's license
- Knowledge of and ability to properly and safely use common tools, mowers, trimmers and other light equipment
- Knowledge of the city's water distribution system
- Ability to read and write and to understand written and oral instructions
- Ability to perform routine and heavy manual labor under adverse conditions
- Ability to exercise good judgement with little to no supervision

Language Ability:
Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Math Ability:
Ability to calculate figures and amounts such as discounts, interest, square footage, commissions,

proportions and percentages.

Reasoning Ability:
Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Personal Competencies:
Willingly shares skills and knowledge. Effectively gives and receives feedback.

Computer Skills:
General computer knowledge Microsoft word and excel

Certificates and Licenses:
Colorado driver's license (CDL)
CPR first aid
Flagger certification
Up to date on all safety certifications

Education:
High school diploma or general education degree (GED); minimum one to three years related experience and/or training; or equivalent combination of education and experience.

Work Conditions and Physical Environment:

- Exposure to extreme weather conditions, temperature changes, wetness due to non-weather conditions
- Noise levels that may cause distraction or hearing loss
- Vibrations that may cause stress on your body
- Atmosphere: fumes, odors, dust, limited ventilation
- Hazards: proximity to moving mechanical parts, exposure to electrical shock, exposure to hazardous chemicals
- Working Saturdays, weekends, holidays, and unusual hours
- Standing, walking, sitting
- Balancing- able to prevent stumbling or falling when walking, standing, climbing, crouching, especially when conditions exceed normal requirements of normal movement and could jeopardize the safety of the individual or others
- Climbing- using feet, legs, hands to go up and down ladders, stairs, scaffolding, ramps, poles, etc.

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- Stooping- bending at the waist
- Kneeling- bending and resting at the knees
- Crouching- bending spine and at the knees
- Crawling- movement on hands and knees
- Handling- seizing, holding, grasping, turning, or otherwise working with the hands
- Grasping- picking, pinching, and applying pressure to an object with fingers and the palm of your hand
- Feeling- perceiving attributes of objects such as size, shape, temperature or texture by touching with skin, particularly that of fingertips
- Talking- speaking in a manner as to be clearly understood in person or on the telephone
- Hearing- perceiving the nature of sounds, ordinary sounds, ability to make fine discriminations in sound, such as when making fine adjustments on machine parts
- Seeing- near, far, depth perception, color, field of vision
- Medium work range: exerting up to 50 pounds of force occasionally, or up to 20 pounds frequently, or up to 10 pounds constantly
- Heavy work range: exerting 100 pounds of force occasionally, or up to 50 pounds frequently, or up to 20 pounds constantly

Essential Physical and Mental Abilities:

- Alertness
- Precision
- Ingenuity
- Problem solving
- Analytical ability
- Spatial perception
- Aesthetic sense
- Olfactory discrimination
- Tactile discrimination
- Auditory discrimination
- Speaking ability
- Imagination
- Initiative
- Concentration
- Cooperative
- Writing

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- Reasoning
- Memory
- Creativity
- Patience
- Judgement
- visual

Acknowledgement:

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities, and activities may change, or new ones may be assigned at any time with or without notice.

Employee Signature_____Date_____