EQUIPMENT OPERATOR SERIES

Definition:

Under general supervision operates medium power-driven equipment; performs skilled duties in the construction, installation, maintenance and repair of municipal utility and public works sites/facilities and landscaped areas and performs related work as required.

Class Titles

Equipment Operator
Equipment Operator – Water

Essential Duties and Responsibilities:

The responsibilities and essential duties performed on a frequent and recurring basis by an incumbent in the series include the following:

Operates a variety of medium weight power-driven equipment to include trucks over five tons, skip loaders, back hoes and tractors.

Loads and unloads power-driven equipment onto and from appropriate equipment transportation vehicles as needed and transports equipment.

Performs pre-trip vehicle inspections and safety checks prior to equipment use and services/cleans equipment after use and as needed.

Performs minor adjustments to power-driven equipment and reports needs for additional adjustment and repair to supervisory or lead staff.

Performs both skilled and routine tasks related to a variety of landscape work and irrigation installation, replacement and repair and other facility and equipment maintenance needs.

Maintains inventories of equipment, materials and supplies as assigned.

Drives a vehicle on City business.

Trains employees as assigned.

Maintains records and completes reports.

Lifts and moves objects weighing 75 pounds or less.

Assists supervisor and/or lead worker in scheduling daily activities.

Other Duties and Responsibilities:

Performs other projects/tasks as assigned.

Recommends the purchase of materials and supplies.

Inspects/observes and reports on work performed by contractors.

Class Characteristics:

Equipment Operator and Equipment Operator – Water are multi-incumbent classes in the Maintenance Services Department. Incumbents drive/operate a variety of medium weight power-driven equipment and when not engaged in same, perform both skilled and routine tasks related to a variety of maintenance/utility needs, landscape work, irrigation installation, repair of facilities and equipment maintenance. An Equipment Operator – Water is assigned to the Water Division and additionally performs tasks related to maintenance and repair of the City's water system. Both classes in this series perform their duties with a minimum of direction/supervision.

Contacts and Relationships:

Both classes in their series have the majority of their interaction within the Maintenance Services Department, although contact with the public will occur during the course of certain work assignments.

Qualification Guidelines:

The knowledge and abilities which are required to perform the duties and responsibilities of this series are as follows:

Equipment Operator

Knowledge of:

Methods and tools/equipment used in landscape, general maintenance and construction work.

Tools and equipment maintenance/repair practices applicable to area assigned.

The California Vehicle Code applying to the operation of equipment and equipment transportation vehicles on City streets and highways.

Lane closure regulations and requirements.

Safety precautions and practices necessary when working with hand, power and specialized equipment applicable to the area assigned.

AND

Ability to:

Operate job related equipment and lift and move heavy objects safely.

Understand and carry out oral and written instructions independently.

Communicate effectively orally and in writing.

Read and write at the level required for successful job performance.

Establish and maintain effective relationships with those contacted in the course of work.

Equipment Operator – Water

Knowledge of those items listed under "Knowledge of" for Equipment Operator plus the following:

Basic methods and tools/equipment used in water utility maintenance and construction work.

Tools and equipment maintenance/repair practices applicable to water utility tasks.

Basic water utility/distribution operations.

AND

Ability to/do perform those items listed under "Ability to" for Equipment Operator plus the following:

Operate related equipment involved in water utility maintenance and construction safety and effectively, in close proximity to water and/or other utility services/lines.

A typical way to obtain the knowledge and abilities is as follows:

Equipment Operator:	Education: Graduation from high school. **AND** Experience: Two years of responsible experience in public works maintenance or construction.
Equipment Operator – Water:	Education: Graduation from high school. **AND** Experience: Three years of responsible experience in public works maintenance or construction.

Special Requirements – Both Classes in This Series:

Valid and appropriate California Drivers License and acceptable driving record at time of appointment and throughout employment in this position.

Certain positions or assignments may require the possession of or the ability to acquire a specialized motor vehicle operator's license or certification.

Must be able to work a flexible schedule to accommodate City needs to include overtime and emergency call back.

Special Requirement – Equipment Operator – Water:

Assignment to the Water Division.

Non-Required Skills / Abilities / Experience / Certifications / Education Which may be Helpful or Preferred Include:

Streets Division: Completion of "Hazwoper" First Responder Training as provided by a State of California authorized training source is preferred but not required.

Water Division: Possession of a Grade 1 or Grade 2 Water Distribution Operator Certificate issued by the State of California is preferred but not required.

Physical Tasks and Working Conditions Include the Following:

Work is performed primarily outdoors with full exposure to the elements. An incumbent drives a vehicle on City business, uses a variety of hand and power tools and performs physical labor for extended periods of time requiring physical strength and endurance. Incumbents may work under damp conditions and grasp, crouch, sit, stand, walk on slippery and/or uneven surfaces, bend, crawl, kneel, pull, reach, push, twist, climb steps and sloping surfaces and grasp, drag, lift and carry items weighing 75 pounds or less. Incumbents may be exposed to chemicals, dust, grease/oil, fumes, electrical and mechanical hazards, vehicular traffic, vibration and noise. Incumbents must be able to meet the physical requirements of the class and have mobility, balance, coordination, vision, hearing and dexterity levels appropriate to the duties to be performed.

Fair Labor Standards Act Designation: Non-exempt.

Revised and Equipment Operator – Water added May 2006
Revised April 2003
Revised July 2001