



DATE	January 2013
JOB CODE	
FLSA	NON-EXEMPT
EEO	

JOB TITLE: Public Works Heavy Equipment Operator
 DEPARTMENT/DIVISION: Public Works/Various
 REPORTS TO: Varies

SUMMARY: Responsible for performing duties that are primarily related to operating heavy equipment. Heavy equipment operated will vary by area of assignment. Performs the more technical work of maintenance projects requiring related experience. Work is performed with limited supervision.

ESSENTIAL JOB FUNCTIONS:

- Operates a variety of light to heavy equipment at assigned job sites, which may include: Gradall, tractor trailer, excavator, bulldozer, roller, dump trucks, concrete mixers, forklifts, loaders, and/or other related items.
- Performs preventative maintenance on applicable equipment.
- Participates in monitoring and maintaining appropriate inventory levels to ensure efficient division operations.
- Participates in a variety of skilled maintenance activities in assigned area of responsibility, which may include: repairing water and sewer lines; installing and repairing fire hydrants; monitoring water and sewer lines for leaks; implementing landscape and asphalt repairs; repairing and/or replacing items that have been damaged by excavation activities; and/or, performing other related activities.
- Monitors the work of external contractors, providing technical guidance and expertise and ensuring contract terms and specifications are met.
- Sets up traffic warning devices and barricades and directs traffic around work sites. Checks and inspects barricades daily for proper placement and visibility.
- Prepares and cleans up work sites.
- Transports equipment and/or materials to designated job site(s).
- Responds to emergency operation and on-call situations.
- Performs other duties as assigned.

POSITION SPECIFIC JOB FUNCTIONS:

Public Works
Drainage

- Performs a wide variety of activities in support of drainage maintenance, which includes: inspecting and repairing inlet boxes, storm pipes, flumes, head walls, culverts, and bar ditches; blading and grading alleys; pressure washing screening walls for painting; installing and repairing guardrails and dome posts; inspecting and maintaining bridges for structural integrity; and/or, performing other related activities.

Streets

- Performs a wide variety of activities in support of streets maintenance, which includes: implementing temporary and permanent asphalt repair to streets, alleys, sidewalks; and/or other applicable areas; pouring concrete; and/or, performing other related activities.

Water Utilities

- Performs a wide variety of activities in support of water utility maintenance activities, which includes: setting up utility cuts and water relay projects; making new taps; installing new services; setting up transitions; repairing water and sewer lines; fixing and maintaining fire hydrants; changing out meters; investigating water leaks; testing old water meters and portable fire hydrant meters; and/or, performing other related activities. TCEQ Class D Water Distribution or TCEQ Wastewater Class II within two years of employment

Wastewater

- Performs a wide variety of activities in support of wastewater maintenance, which includes: cleaning sanitary sewer collection systems; identifying obstructions and problems with service taps, roots, and broken pipes; performing sanitary sewer inspections; collecting and maintaining related data; repairing sewer collection systems; and/or, performing other related activities.

SUPERVISORY/BUDGET RESPONSIBILITIES:

- None.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of applicable Federal, State and Local vehicle ordinances;
- Knowledge of construction practices in assigned area of responsibility;
- Knowledge of tools, materials, and methods in assigned specialty area;
- Knowledge of occupational hazards and related safety precautions;
- Knowledge of applicable maintenance equipment;
- Knowledge of a variety of hand and power tools;
- Skilled in reading maps, schematics, and/or other related drawings;
- Skilled in writing, reading and comprehending instructions in English;
- Skilled in performing skilled maintenance work in a safe, efficient manner;
- Skilled in performing manual labor;
- Skilled in operating and maintaining small to heavy-sized equipment and trucks;
- Skilled in performing skilled maintenance and repair activities;
- Skilled in operating, maintaining, and repairing a variety of hand and power tools;
- Skilled in gathering and analyzing information and making recommendations based on findings and in support of organizational goals;
- Skilled in operating a computer and related software applications;
- Skilled in communicating effectively with a variety of individuals.

MINIMUM QUALIFICATIONS:

- High School Diploma or G.E.D.
- One year of related equipment operations experience.
- Depending on area of assignment, other certifications may be required as a condition of employment.
- WASTEWATER ONLY: Must obtain a TCEQ collection III license within two years.

PREFERENCES:

- None.

WORKING CONDITIONS:

- Frequent climbing, balancing, reaching, sitting, standing, walking, stooping, kneeling, crouching, talking, seeing, hearing, smelling, and manual dexterity.
- Occasional lifting and carrying of over 100 pounds.
- Work is typically performed in an outdoor environment, with potential exposure to adverse weather conditions.
- Work is occasionally performed in close quarters, high and precarious places, and near moving mechanical parts.
- Potential exposure to risk of electrical shock, vibration, fumes, and airborne particles.

CONDITIONS OF EMPLOYMENT:

- Must pass pre-employment drug test.
- Must pass criminal history check.
- Must pass motor vehicle records check.
- Must obtain Class A-CDL Texas Driver's License with tanker endorsements within 3 months of employment.