



## Equipment Operator I (Streets and Drainage)

Pay Grade: \$15.43

Revision Date: 11/4/2021

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**Employment Status:** Full-Time

**FLSA Status:** Non-Exempt

**Experience Required:** None, or 1-3 years related experience required.

**Minimum Education Requirements:** High school diploma or GED.

**Department:** Street and Drainage

**Direct Supervisor:** Public Works Superintendent

**Supervisory Responsibility:** Direct (0); Indirect (0)

**Primary Work Location:** Work is conducted primarily outdoors, as a laborer.

**Certification:** Class B CDL preferred or the ability to obtain with 1 year from hire date.

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**Job Summary:** Under the direct supervision of the Crew Leader, the Equipment Operator I performs routine and repetitive tasks to maintain and beautify the parks, street medians, rights-of-way, facilities, athletic fields, and other City properties. The Equipment Operator I also assists with street & drainage maintenance, facility maintenance and events when necessary.

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### Essential Job Functions

An employee in this position may be called upon to do any or all of the following essential duties:

- Ability to safely operate equipment and functions as part of a work crew in installation and maintenance of both asphalt and concrete mediums, to include the safe operation of various equipment as directed, i.e., backhoe, roller, skid steer, excavator, dump truck, service trucks and various handheld small tools.
- Prepares for pouring concrete and laying asphalt; to include mixing by hand where applicable, set forms, lays & ties steel, spreads base material levels and finishes concrete.
- Performs installation, maintenance and repair tasks on various structures, ie., sidewalks, driveways and street signs.
- Responds to after-hours emergencies at various locations in the City.
- Assists Crew Leader with parts and supplies inventory to ensure availability of such at all times.
- Ensures the safe operating conditions per work site, i.e., traffic hazards, equipment operation, required barricades, road and site areas.
- Uses a computer(s) to complete assigned work orders in the field and to enter time sheet data.
- Uses a two-way radio to communicate with work crew and supervisors.
- Ability to get along with customers and co-workers.
- Observes regular and punctual attendance.



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### Knowledge, Skills, and Abilities (KSA's) for Position

An employee in this class must have the following knowledge, skills, and abilities upon application:

#### Knowledge

- Tools and maintenance of equipment used for various jobs.
- Safety rules and regulations to be used with hazards.
- Thorough understanding of City's functions, policies, and procedures.

#### Skills

- Strong written and oral communications and relational skills.
- Strong organizational and time management skills.
- Follow and relay complex oral and written instructions, policies, and procedures.

#### Abilities

- Must be able to work alone and unsupervised, or in a team setting, with a high degree of professionalism and trust.
- Work effectively with others.
- Work with the utmost regard for safety and the safety of others.
- Tolerate interruptions and multitask to meet deadlines.
- Follows specific to general oral or written instructions on basic routines from an immediate supervisor or crew leader.
- Makes exact measurements and calculations.

#### Physical Demands

The following physical abilities are required:

- Balancing: Maintaining body equilibrium to prevent falling while walking, standing or crouching on narrow, slippery, or erratically moving surfaces. The amount of balancing exceeds that needed for ordinary locomotion and maintenance of body equilibrium.
- Carrying, raising, and climbing ladders, and carrying equipment up and down ladders.
- Climbing: Ascending or descending ladders, stairs, scaffolding, ramps poles and the like, using feet and legs and/or hands and arms. Body agility is emphasized.
- Cleaning using water and chemicals.
- Crawling: Moving about on hands and knees or hands and feet.
- Crouching: Bending the body downward and forward by bending legs and spine.
- Dragging and carrying equipment and tools.
- Feeling: Perceiving attributes of objects, such as size, shape, temperature or texture by touching with skin, particularly that of fingertips.
- Fine Motor Skills: Picking, pinching, typing, or otherwise working, primarily with fingers rather than with the whole hand as in handling.
- Grasping: Applying pressure to an object with the fingers and palm.
- Handling: Picking, holding, or otherwise working, primarily with the whole hand.
- Hearing 1: Perceiving the nature of sounds at normal speaking levels with or without correction. Ability to receive detailed information through oral communication, and to make the discrimination in sound.



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- Hearing 2: Ability to receive detailed information through oral communication, and to make the discrimination in sound.
- Kneeling: Bending legs at knee to come to a rest on knee or knees.
- Lifting: Raising objects from a lower to a higher position or moving objects horizontally from position-to-position. Occurs to a considerable degree and requires substantial use of upper extremities and back muscles.
- Mental Acuity: Ability to make rational decisions through sound logic and deductive processes.
- This position is very strenuous often requiring substantial physical exertion and/or lifting of very heavy weight (>60 pounds).
- Mechanical Acuity: Ability to operate a variety of tools and equipment.
- Pulling: Using upper extremities to exert force in order to draw, haul or tug objects in a sustained motion.
- Pushing: Using upper extremities to press against something with steady force in order to thrust forward, downward or outward.
- Reaching: Extending hand(s) and arm(s) in any direction.
- Repetitive Motion: Substantial movements (motions) of the wrist, hands, and/or fingers.
- Standing: Particularly for sustained periods of time.
- Stooping: Bending body downward and forward by bending spine at the waist. Occurs to a considerable degree and requires full motion of the lower extremities and back muscles.
- Talking 1: Expressing or exchanging ideas by means of the spoken word including those activities in which they must convey detailed or important spoken instructions to other workers accurately, loudly, or quickly.
- Talking 2: Speaking in order to be heard above ambient noise level.
- Visual acuity, speech and hearing; hand and eye coordination and manual dexterity necessary to operate a computer keyboard and basic office equipment.
- Visual Acuity 2: Including color, depth perception, and field vision.
- Visual Acuity 3: Visual Acuity to determine the accuracy, neatness, and thoroughness of the work assigned or to make general observations of facilities or structures.
- Visual Acuity 4: Have visual acuity to operate motor vehicles and/or heavy equipment.
- Visual Acuity 5: Have close visual acuity to perform an activity such as: visual inspection involving small defects, small parts, operation of machines, using measurement devices, and/or assembly or fabrication parts at distances close to the eyes.
- Walking: Moving about on foot to accomplish tasks, particularly for long distances or moving from one work site to another.
- Wearing safety gear and equipment.

### **Work Environment**

- The noise level in the work environment is constantly noisy.
- This position often involves potentially life-threatening exposure to uncomfortable temperatures, noise, chemicals/gases, contagious diseases, and/or physical trauma.
- Must be able to work overtime, weekends and holidays.
- Work is performed in the field, generally at one of Lake Dallas' parks, trails, rights-of-way/medians or City facilities.



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- Must be able to work outdoors; on level, slippery, sloping, unstable and muddy terrain.;

### Safety Requirements

The employee is required to follow all safety procedures as outlined in the Lake Dallas Safety and Personnel Manuals.

\*\*This position description is a general guideline for work behavior and is not intended to be a comprehensive listing of all job duties. Therefore, it is also not, nor can it be implied to be, a contract of employment with the City of Lake Dallas. The contents of this position description may be changed without notice, and employment may be terminated by either party, at will. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

### Signatures / Date

*Check the appropriate box, fill in the needed accommodations, if required, then sign and date.*

- I have read and understand this job description and acknowledge that I am able to complete the essential functions of my job without accommodations.
- I have read and understand this job description and I would require the following reasonable accommodations to fulfill the essential functions of this job:

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Employee Signature

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Date

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Supervisor Signature

\_\_\_\_\_  
Date

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Finance Signature

\_\_\_\_\_  
Date