



## **CLASSIFICATION DESCRIPTION**

**TITLE: EQUIPMENT OPERATOR I**

**JOB CODE: 7 (Non-Exempt)**

## **GENERAL DESCRIPTION OF DUTIES**

Under direct supervision, performs entry-level to semi-skilled vehicle and equipment operation in the installation, maintenance and repair tasks associated with City infrastructure development and public properties management. Employee functions at entry level and area of assignment may include, but is not limited to, streets and transportation, parks and recreation, utilities systems installation and maintenance, and public works operations. Performs related work as directed.

## **SPECIFIC DUTIES AND RESPONSIBILITIES**

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

- Operates light to heavy vehicles and equipment in the installation, maintenance and repair functions associated with the assigned functional area.
- Performs labor intensive construction, maintenance and repair work; works independently or as part of a work crew in installation, maintenance and repair activities in the management and care of City infrastructure and properties.
- Depending on area of assignment, operates equipment that includes, but is not necessarily limited to, back-hoes, loaders, mowers, chippers, dozers, draglines, forklifts, graders, strippers, rollers, loaders, trenchers, and heavy equipment/trucks.
- Performs pre-trip inspection and log recording duties as prescribed by department, County, State and related regulatory standards, policies, procedures and requirements.
- Identifies potential hazards for the general public during installation, maintenance and repair projects; determines appropriate equipment operating procedures accordingly.
- Participates in the construction, renovation and restoration of landscapes, grounds, streets and other properties disturbed or altered by service operations.
- Performs various incidental tasks to support efficient functioning of the unit, e.g., customer service, general facilities/grounds maintenance.
- Ensures the safe and proper operation of tools, vehicles and equipment; adheres to

prescribed safety standards and regulatory requirements.

- Participates in work-site safety set-up, e.g., setting barricades and cones, prepping for excavation, assisting with utility locates, prepping for confined space entry, performing traffic control in accordance with uniform work zone safety standards.
- Inspects completed work for proper operation, adherence to work orders, and safety.
- Must be able to respond to emergency and after-hour calls on nights, weekends and holidays.
- Obtains oral and written quotes in the procurement process of parts, materials, and equipment according to City policies.
- Completes all required paperwork to include work orders and monthly reports.
- May perform duties of Maintenance Worker II.
- Must function in severe weather conditions and have the ability to respond to hazardous/risky situations and perform mitigation efforts in emergencies.
- Performs related duties as directed.

#### **MINIMUM TRAINING AND EXPERIENCE**

High School Diploma or GED; supplemented by eleven (11) months related work experience and the ability to perform labor intensive work within difficult environmental conditions to include frequent lifting, pulling and pushing of 50 lbs.; or an equivalent combination of education, training, and experience.

#### **LICENSES, CERTIFICATIONS OR REGISTRATIONS**

Must possess a valid State of Florida Class "B" Commercial Driver's License.

#### **KNOWLEDGE, SKILLS AND ABILITIES**

- Ability to interpret a variety of instructions in written, oral, diagram, or schedule form.
- Knowledge of the safe and proper use and care of manual, electrical, gas and hydraulic powered tools and equipment used in the assigned functional area.
- Knowledge of the proper placement of barricades and signage for road and lane closures needed for the protection of vehicular and pedestrian traffic.
- Ability to operate light to heavy vehicles and equipment in the installation, maintenance and repair functions associated with the assigned functional area.
- Ability to read and interpret various documents such as safety rules, operation and maintenance instructions, procedure manuals, and related documentation.
- Ability to read and interpret blueprints and a variety of instructions in written, oral, diagram or schedule form.

- Ability to work in temperatures exceeding 100 degrees for extended periods of time
- Ability to with stand exposure to dust, mold, fiberglass and various chemicals.
- Ability to establish and maintain effective working relationships and communications with other employees and the public.
- Ability to work independently to carry out assignments to completion.
- Ability to perform duties with a professional and cooperative work ethic.

### **PHYSICAL REQUIREMENTS**

- While performing the essential functions of this job, the incumbent is regularly required to lift, move or carry objects over 100 pounds; ascend or descend ladders, stairs, scaffolding, ramps, poles; utilize feet and legs or hands and arms; maintain body equilibrium to prevent falling when walking, standing, crouching, or navigating narrow, slippery, or erratically moving surfaces; bend body downward and forward by bending spine and legs; move about on hands and knees or hands and feet; use hands to finger, handle or feel objects; and to reach with hands and arms.
- While performing the essential functions of this position the employee is frequently exposed to fumes, odors, or airborne particles, toxic or caustic substances, excessive noise, traffic and dampness/humidity. While performing the essential functions of this job, the incumbent is regularly exposed to possible bodily injury from electrical shock; falling from exposed places; and moving mechanical parts of equipment, tools, and machinery.

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