



Job Title:	Equipment Operator	Department/Loc:	Public Works
FLSA Classification:	Non-Exempt	Date Drafted:	May, 2019
Reports To:	Streets, Parks & Sanitation Supervisor		

Position Summary

Under general supervision, performs a variety of duties operating equipment in order to assist with the streets and grounds maintenance activities of the Public Works Department.

Position Responsibilities- Essential

This list of tasks is illustrative ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

- Operates front-end loader in order to assist in the maintenance and cleaning of streets and grounds.
- May operate non-CDL trucks
- May assist in the raking and spreading of pine straw in parks and other public areas as necessary
- Inspects equipment; completes equipment inspection reports, and daily work reports in order to document work performed; files documents and reports.
- Performs all duties in conformance to appropriate safety and security standards.
- On days where sanitation & recycling routes are not run, complete the following duties (as directed):
 - Streets & Parks maintenance
 - Washing of equipment
 - Provide vehicle maintenance assistance
 - Assist in the collection of debris
 - Assist in the collection of appliances, electronics and scrap metal for recycling
 - Electronics pick up, stock piled at shop until sent off (TVs, household electronic, etc.)

Position Responsibilities- Non-Essential/Other

- Other duties as assigned

Essential Skills and Experience

- High school diploma or GED equivalent
- Valid SC Driver's License, or ability to obtain one.
- Skill in operation of listed tools and equipment.
- Ability to understand and follow oral or written instructions.
- Ability to follow proper safety precautions.
- Ability to establish effective working relationships with other employees, supervisors and the public.
- Ability to perform heavy manual tasks under varying weather conditions.
- Ability to drive and operate a variety of equipment under varying conditions.

Beneficial Skills and Experience

- None



Mental & Physical Demands- ADA Guidelines

Physical Demands

• Sit	Occasionally	• Reach Above Shoulder	Frequently
• Walk	Frequently	• Climb	Frequently
• Stand	Constantly	• Crawl	Occasionally
• Handling	Constantly	• Squat or Kneel	Frequently
• Reach Outward	Frequently	• Bend	Frequently

Lifting Requirements

• 10 pounds or less	Constantly	• 51-100 pounds	Occasionally
• 11-20 pounds	Constantly	• >100 pounds	Occasionally
• 21-50 pounds	Constantly		

Pushing and Pulling Requirements

• 12 pounds or less	Constantly	• 41 to 100 pounds	Occasionally
• 13 to 25 pounds	Constantly	• > than 100 pounds	Occasionally
• 26 to 40 pounds	Constantly		

Definitions

• N/A	Not Applicable	Activity is not applicable to this occupation
• O	Occasionally	Occupation requires this activity up to 33% of the time (0 - 2.5+ hrs/day)
• F	Frequently	Occupation requires this activity from 33% - 66% of the time (2.5 - 5.5+ hrs/day)
• C	Constantly	Occupation requires this activity more than 66% of the time (5.5+ hrs/day)

ENVIRONMENTAL HAZARDS:

This job requires the individual to be outside. May deal with heat, cold, rain, humidity, etc.

SENSORY REQUIREMENTS:

The job requires normal visual acuity, depth perception, and field of vision, hearing, speaking, and color perception.

The Company has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent an expressed or implied contract of employment nor does it alter your at-will employment, and the Company reserves the right to change this job description and/or assign tasks for the employee to perform, as the Company may deem appropriate.

Print Employee Name	Employee Signature	Date Signed
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Print Manager/Supervisor Name	Manager/Supervisor Signature	Date Signed
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