



## Job Description

<b>Job Title</b>	Heavy Equipment Operator	<b>Department</b>	Public Works
<b>Reports to</b>	Public Works Foreman	<b>Salary Level</b>	VII
<b>Classification</b>	Non-Exempt	<b>Revision Date</b>	05.01.2014

### I. General Description

This position is responsible for operating heavy equipment used in the maintenance and repair of City streets and facilities.

### II. Reasonable Accommodations

To perform this job successfully, an individual must be able to perform each essential job duty and physical demands satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

### III. Essential Job Duties

1. Operate backhoes, graders, cranes, dozers, dump trucks, front end loaders, sanders, forklifts and any other equipment that may be required for Public Works operations.
2. Participate in the maintenance and operation of all Public Works facilities including water supply, wastewater and storm water systems, install culverts, clean streets and roads, install street signage, clean parking lots, harbor and dock facilities, snow removal, landfill and buildings and grounds.
3. Participate in patching cracked asphalt surfaces using hot plant.
4. Operate steam boiler or heat trace systems for thawing culverts and de-icing roads.
5. Dig ditches and backfill for water, fuel or drainage pipelines. Install drainage systems including culverts, man holes, catch basins, and heat trace components.
6. Operates cranes and forklifts required in the handling of freight at the City dock.
7. Perform manual labor as required in the maintenance, operation and installation of facilities, sometimes working under adverse weather conditions.

### IV. Knowledge, Skills and Abilities

#### Knowledge:

This position requires proficiency in the following areas:

1. All Public Works Facilities.
2. Basic knowledge of Occupational Safety and Health Administration (OSHA) and AKOSH (Alaska Occupational Safety and Health (AKOSH) standards.
3. Construction techniques required in the maintenance and installation of Public Works facilities.



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### Skills and Abilities:

This position must demonstrate the following skills and abilities:

1. Operation of all Public Works equipment, both heavy equipment and small equipment.

### **V. Work Environment and Physical Effort**

This position is a physically strenuous and demanding job, requiring lifting, pulling and managing heavy equipment and objects. The Heavy Equipment Operator works in all weather, and must be prepared for both extreme heat and cold. The Heavy Equipment Operator must ensure that all activities are completed in a safe and efficient way.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

The Heavy Equipment Operator may at times be exposed to dangerous and/or toxic substances and must take necessary precautions to protect eyes, nose and skin from irritation and infection.

### **VI. Education and/or Experience**

#### Education:

1. High school diploma or General Equivalency Degree (GED).

#### Experience:

1. Minimum of three (3) years experience as equipment operator.
2. Must have a valid Alaska Drivers License with CDL endorsement.

### **VII. Certification and Training**

1. National Incident Management System (NIMS) compliance training and certification.

### **VIII. Supervisory Responsibility**

None

### **IX. Scope of Employment**

Regular, full time employment, non-exempt position. Starting times may change seasonally; subject to emergency call out.



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### X. Acknowledgment

I understand the duties of this position as detailed in this job description.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

This job description is accurate and has been reviewed with the above employee:

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

This job description approved by:

Initials

Date

Department Head: \_\_\_\_\_

City Manager: \_\_\_\_\_