

**CITY OF ST. MARYS, GEORGIA
CLASS SPECIFICATION**

CLASS TITLE: EQUIPMENT OPERATOR I
DEPARTMENT: PUBLIC WORKS
REPORTS TO: PUBLIC WORKS SUPERVISOR

CLASS CODE: 1016
FLSA STATUS: N
DATE: 06/13

JOB SUMMARY:

Performs a variety of routine functions in the maintenance and beautification of City grounds such as lawns, medians, cemeteries, sidewalks, effluent ditches, roadways, intersections, rights of way, culverts, manholes, storm drains, lift stations, and pump stations.

As a municipal organization, the City of St. Marys is an emergency provider of services. Some emergency situations, including weather related emergencies, may necessitate City of St. Marys employees to assist in areas of work which may not be directly related to the employees specific job function, but which will be within the physical capabilities, training, and skills of the employee.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

Mows, rakes, edges and weeds City grounds.

Plants flowers and shrubs.

Fertilizes and waters grounds, flowers, and/or shrubs as needed.

Removes debris including limbs, fallen trees, leaves, straw, animal carcasses, etc.

Trims shrubbery and trees, removes brush and limbs.

Maintains and repairs sidewalks and performs minor road maintenance such as patching holes with asphalt and repairing/replacing traffic signs.

Cleans, maintains, and repairs storm drains and boxes; ensures that drainage ditches are graded to drain properly.

Maintains grounds at wastewater treatment plant; removes solid waste from drying beds; rakes sand in drying beds or refills missing sand; hauls sludge from sewer plant to County dump.

Assists other crews in areas such as laying pipe for water and sewer lines, flagging traffic, moving equipment, etc.

Maintains and repairs assigned tools and equipment including checking and/or changing oil, tires, air filters, etc.; washes and lubricates equipment as needed.

Installs decorative lights for special events; sorts supplies, inspects bulbs, changes bulbs, and repairs inoperable lights.

Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED:

Hand mower	Power mower	Blower
Weed eater	Small dump truck	Chain saw
Hand tools	Edger	Farm Tractor

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School diploma or GED; and

No prior experience required; or

Any combination of education, training and experience which provides the required knowledge skills, and abilities to perform the essential functions of the job.

Licenses and Certifications:

Valid Driver's License

Commercial Driver's License preferred, not required.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Basic knowledge of safety rules.

Basic knowledge of hand tools and power tools.

Basic knowledge of landscaping.

Skill in:

Operating various types of equipment.

Mental and Physical Abilities:

Ability to read and comprehend simple instructions, short correspondence and memos.

Ability to read, understand and follow written and verbal instructions in order to operate machinery.

Ability to add, subtract, multiply and divide whole numbers, common fractions and decimals.

Ability to apply common sense understanding to carry out simple one- or two-step instructions.

While performing the essential functions of this job the employee is regularly required to sit, stand and walk; use hands to finger, handle or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; speak and hear; taste or smell; and lift and/or move up to 25 pounds frequently and up to 100 pounds occasionally.

Working Conditions:

The incumbent's working conditions are typically loud.

While performing the essential functions of the job the employee is regularly exposed to work near moving mechanical parts; dirt, dust, extremes of temperature; noxious fumes and odors or airborne particles; toxic or caustic chemicals; risk of electrical shock; and outdoor weather conditions.

The incumbent is exposed to moderate work hazards when operating heavy equipment, or using power tools.

The incumbent is exposed to outdoor hazards associated with equipment, machinery and ungraded terrain at construction sites, and moving vehicles on roadway.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.