



Village of Shorewood, Wisconsin

Job Description

POSITION TITLE: Equipment Operator

REPORTS TO: Director of Public Works / Public Works Superintendent

DEPARTMENT: Department of Public Works

GENERAL NATURE OF POSITION

The employee in this class is responsible for operating a variety of public works equipment, or for directing small crews engaged in street repairs or other public works activities.

Successful candidates may be required to pass a physical examination, a background check, and a drug screening as a condition of employment.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

Operate automotive and mechanical equipment including, but not limited to, trucks, loaders, backhoes, street sweeper, leaf suckers, air compressors, mixers, and other Village equipment.

Work with street, forestry, collections, sewer, water or electrical crews primarily as an equipment operator, but also to perform any assigned unskilled and semi-skilled work on these crews.

Participate in winter operations including salting, plowing, hauling snow from Village streets, alleys, parking lots and sidewalks.

Direct small crews of laborers.

Wash, service, and make minor emergency repairs to trucks and equipment.

SUPERVISION RECEIVED / RESPONSIBILITIES: This position works under the supervision of the Public Works Superintendent and Director of Public Works and in cooperation with the Village of Shorewood staff.

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE: High School Diploma or GED and two years of diversified public works laboring experience, including experience in operating motorized equipment; or an equivalent combination of experience and training.

LANGUAGE SKILLS: Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of residents or employees of organization.

MATHEMATICAL SKILLS: Ability to add, subtract, multiply and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY: Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES & REGISTRATIONS: Possession of a valid Wisconsin Commercial Driver's License (CDL).

OTHER SKILLS AND ABILITIES: Knowledge of sound principles and practices in the operation of automotive and public works equipment; ability to supervise the work of others; ability to perform semi-skilled laboring task in street, water, sewer and forestry maintenance; good mechanical aptitude.

Due to seasonal nature of Village work, employees in this classification are expected to perform any of a wide variety of work assignments including working with hand tools such as shovels and rakes.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; and reach with hands and arms. The employee frequently is required to talk or hear. The employee is occasionally required to sit; use hands to finger, handle, or feel objects, tools or controls; climb or balance; and stoop, kneel, crouch, or crawl.

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

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, and vibration.

The noise level in the work environment is usually loud.

(This job description is prepared to comply with the Federal Americans with Disabilities Act and the Village of Shorewood's Implementation Plan for Americans with Disabilities Act which was adopted by the Village Board on September 4, 1992)