

CITY OF MARQUETTE

Job Description

POSITION TITLE:	Heavy Equipment Operator – All Divisions
REPORTS TO:	Division Supervisor
EFFECTIVE DATE:	February 26, 2015
JOB CLASS CODE:	Non-Exempt / Public Works Bargaining Unit

POSITION SUMMARY

Works under the general supervision of the assigned Supervisor. Operates a wide range of light and heavy equipment, power tools, and performs manual labor to maintain and improve the City's streets, facilities, properties, parks, and water, sewer, and stormwater utilities.

ESSENTIAL DUTIES

An employee in this position may be called upon to do any or all of the following

- Operate machinery in the Heavy Equipment classification.
- Maintain street and parking lot surfaces through such activities as grading, graveling, cleaning, plowing, snow removal, ice control, crackfilling, patching, and paving.
- Maintain turf areas on public property through such activities as mowing, topsoiling, seeding, aerating, fertilizing, raking, and watering.
- Maintain the water distribution system through such activities as installing and repairing service lines, mains, and hydrants, cleaning storage tanks, lubricating and rebuilding pumps and control valves, operating system isolation valves, painting, repairing, and clearing snow from hydrants, collecting samples and flushing to maintain water quality, and assisting with the testing, repair, or replacement of meters and the thawing of frozen pipes.
- Maintain the sanitary sewer collection system through such activities as installing, inspecting, cleaning, and repairing mains, laterals, manholes, and valves.
- Maintain the stormwater collection system through such activities as installing, inspecting, cleaning, and repairing pipelines, manholes, catchbasins, and other control structures, placing and maintaining erosion control measures, and clearing drainage ditches.
- Perform various grounds maintenance duties such as tree and stump removal, brush chipping, fence and guardrail repair, installation, inspection, and repair of playground equipment and other fixtures, and minor building maintenance.
- Exercise proper safety precautions in the performance of work, including use of appropriate personal protective equipment, machine guards, work area warning materials, and safe work procedures. May direct traffic in work areas.
- Inspect equipment and monitor its performance, alerting supervisor of possible malfunctions. Read procedural manuals on equipment to become familiar with capacity and methods. Perform cleaning and general operational maintenance of the equipment.

- Work individually or as a part of a team of other equipment operators and service workers to complete assigned maintenance responsibilities. May direct small groups of equipment operators or seasonal workers on a particular work site, or instruct them in proper work methods.
- Make continuous judgments on safety, capacity of equipment, and work precautions.
- Confer with supervisor, or appropriate employees relative to methods to be used, job timetable, and unusual conditions for jobs to be completed, receiving instructions as needed.
- Record or report to appropriate Supervisor, maintenance needs of City infrastructure noted during the course of assigned work.
- Complete such work reports as are necessary to document the work accomplished and resources and methods used.

NON-ESSENTIAL DUTIES

- When qualified, may operate equipment in the Special Equipment classification, performing the necessary associated job responsibilities.
- When qualified, may substitute for employees in various technical and skilled craft positions, performing the necessary associated job responsibilities.
- Perform other related functions as assigned.

MATERIALS AND EQUIPMENT USED

- Hand tools, power tools, mowers, saws, compactors, pumps, concrete mixers, generators, post drivers, jack hammers, rock drills, grinders, propane and cutting torches, pressure washers, steamers and sand blasters, paint sprayers, sewer rodders and jettors. Metal locators and line tracers, video inspection equipment, leak detection equipment, atmosphere testers, respirators and SCBA's, manhole hoists, trench shoring and bracing, line freezing equipment, tapping machines, volt/amp meters, pressure and flow gauges.
- Municipal tractors, loaders, forklifts, dump trucks, plows, vacuum trucks, air compressors, brush chippers, pavement mill, roller, trailers.
- Maps, utility atlases, copier, computer, telephone, radio, DVD.
- Lubricants, fuels, solvents, asphalt, compressed gases, adhesives, paints, aggregates, pressurized piping systems, sewage, and other hazardous materials.

MINIMUM QUALIFICATIONS REQUIRED

- Required training includes a high school education, or equivalent.
- Ability to maintain effective working relationships with supervisors, co-workers and the general public.
- Required certification includes a valid Type A Commercial Driver's License with Air Brake and Tanker endorsements.
- Ability to read and understand applicable construction plans and utility records.
- Knowledge of and basic skill in operating various types of heavy equipment.
- Knowledge of street and underground utility maintenance and repair techniques and practices.

