



CITY OF POCATELLO CLASSIFICATION SPECIFICATION

Lead Equipment Operator

Department: Streets

Reports to: Street Operations Supervisor

Pay Grade: H09

Date Established: 3/2014

Date Revised: 12/2017

FLSA Status: Non-Exempt

CLASSIFICATION SUMMARY

The Lead Equipment Operator oversees the work of others and performs equipment operation and maintenance duties in the Street Department operating all equipment in the Department inventory. This position provides direction to crews on site. This position is differentiated from the Senior Street Equipment Operator by the type of direct supervision exercised at the job site.

The job requires knowledge of the operation of power tools and all equipment in the Department inventory. The job requires knowledge of job site supervision methods.

In the Street Department, the job requires knowledge of maintenance techniques for streets, storm drains, and levees and a specialty assignment may include Levee Maintenance.

The job requires the ability to maintain a collaborative and cooperative working relationship with elected and appointed officials, other City employees, other governmental organizations, and the general public.

The work environment is a public street environment that may include exposure to adverse weather conditions, traffic hazards, moving vehicles and heavy equipment at the job site, and hazards involving the use of power tools and equipment. The noise level is generally moderate but with occasional exposure to noisy and/or loud equipment.

The job is an on-call position, responding to emergency situations. Employees designated as immediate response personnel must live 12.5 odometer miles from their usual daily work site and must be able to be at the job site in thirty (30) minutes or less.

ESSENTIAL DUTIES AND RESPONSIBILITIES *(illustrative only and may vary by assignment)*

Operates all equipment in the Department inventory including, but not limited to, graders, paving and milling equipment, bulldozers, large excavators, oil distributor, backhoes, loader, dump truck, sweeper, camera van, equipment transport vehicles, Water trucks, boring equipment, rollers, snow plows, and related equipment of the assigned department.

Serves as a lead worker to perform maintenance and repair work on City streets, storm drain systems, and levees by directing work crews on job sites, including monitoring safety procedures and protocols. Documents work done at job site to maintain accurate records.

Assesses job site for marked and unmarked utilities; Performs flagging and traffic control duties at work sites. Responds to and marks all Dig Line requests

Performs basic maintenance on vehicles and equipment.

Trains other employees on operating equipment.

Performs all work duties and activities in accordance with City policies, procedures, and safety practices.

Performs other duties as assigned. Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this position at any time.

Street Department

Patches holes and seals cracks in asphalt pavement with hot asphalt and crack seal mixture. Prepares road surfaces for chip sealing, fog sealing, micro sealing, and other related maintenance applications. Maintains levee system by cutting trees and clearing brush, cleaning head gates, and clearing debris basins. Maintains storm drain systems by clearing lines, spillways, debris grates, and debris basins using jet trucks and related equipment. Transports hot asphalt, chips for chip sealing, and other repair and maintenance materials to repair and stockpile sites. Transports debris from repair sites to dump, storage and/or recycling sites. Performs snow and ice control work on streets by pre-treating with brine solution. Performs snow and ice removal using equipment to plow, sand, and de-ice streets and roadways, including removing debris from streets and roadways and transporting to dump site. Mixes pretreatment (salt brine) solution for application ahead of storms. Maintains inventory of paving and snow and ice removal supplies, including placing orders and transporting salt from supplier to the City.

Street Department – Levee Maintenance

Supervises and performs weed and brush control on levees and City property. Maintains inventory of herbicides, pesticides and application equipment, including purchasing. Directs and performs maintenance and repair work on City streets, storm drain systems and levees, with emphasis on managing trees and other vegetation on City streets, roadways, right-of-ways and easements to maintain free access by vehicles and sightlines.

CLASSIFICATION REQUIREMENTS

The requirements listed below are representative of the minimum knowledge, skill, and/or ability required for an individual to satisfactorily perform each essential duty satisfactorily and be successful in the position.

Knowledge of:

- Methods and techniques of safely operating power tools and all equipment in the Department inventory;
- Methods and techniques of using power and landscaping equipment;
- Employee oversight and training methods, techniques, and objectives;
- Methods, techniques, and objectives of flagging and traffic control following federal and state traffic control requirements;
- Equipment maintenance methods and techniques;
- Federal regulations and City policies regarding safe work practices relating to use of light, medium, and heavy equipment, power tools, and hand tools;
- Operation of a personal computer and job-related software applications.
- Methods, techniques, and objectives of street, storm drain, levee maintenance and repair and flood control levees;
- Methods, techniques and objectives of tree and vegetation control, including but not limited to, trimming and removal;
- Methods, techniques and objectives of pest, weed and brush control
- Methods, techniques, and objectives of snow and ice pretreatment and removal.

Skill and Ability to:

- Operate all maintenance and repair equipment in the Department inventory;
- Train employees to qualify to operate all equipment used by the Department;
- Oversee the work of others, assign tasks and train employees;
- Perform traffic control and flagging duties following Manual on Uniform Traffic Control Devices (MUTCD) stipulations;
- Perform basic vehicle and equipment maintenance;

- Operate hand tools, power tools, and equipment;
- Operate a personal computer and job-related software and applications;
- Perform road and street maintenance and repair, including, but not limited to, crack, pothole, and utility cut repair;
- Prepare road surfaces for chip sealing, fog sealing, and related maintenance;
- Operate specialized excavation and grade control equipment;
- Operate all specialized pieces of Street Equipment
- Read and comprehend blueprints, site plans, and diagrams;
- Perform pre-storm de-icing work on road surfaces and plow, sand, and de-ice impacted roads and streets;
- Perform storm drain clearing, maintenance, and repair work;
- Perform levee tree and brush clearing, maintenance, and repair work;
- Inspect and maintain City flood control levees in compliance with federal (FEMA and Army Corps of Engineers) standards and procedures;
- Trim and/or remove trees and vegetation to maintain unimpeded vehicle access and sightlines on City streets, roadways, right-of-ways and easements;
- Maintain a professional demeanor at all times;
- Communicate effectively in the English language at a level necessary for efficient job performance;
- Complete assignments in a timely fashion;
- Understand and comply with all rules, policies and regulations;
- Perform all duties in accordance with City policies and procedures with regard for personal safety and that of other employees and the public.

ACCEPTABLE EXPERIENCE, TRAINING, LICENSES AND/OR CERTIFICATIONS

- High school diploma or GED; and
- Class A CDL with tanker and trailer endorsements;
- Herbicide and Pesticide applicator certifications are preferred;
- Flagging certification;
- CPR certification;
- Three (3) or more years of heavy equipment experience is preferred.

An equivalent combination of education and experience that provides the required skills, knowledge and abilities to successfully perform the essential functions of the position may be considered.

PHYSICAL REQUIREMENTS

While performing the duties of this classification, the employee is frequently required to stand, walk, sit, stoop, kneel, bend, use hands to handle materials or manipulate tools, and reach with hands and arms; operate a motor vehicle or job-related equipment; and work in confined spaces. The employee must occasionally lift and/or move up to 100 pounds with assistance. Sufficient visual acuity and hearing capacity to perform the essential functions and interact with the public is required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

***Hiring Note:**

The Lead Equipment Operator position requires a Class A CDL with endorsements within six (6) months of hire date. Failure to acquire this license by the established date will violate the terms of the position and will result in layoff from the position.