TOWN OF SCITUATE
POSITION DESCRIPTION

Position Title: Equipment Operator – Water Division

Statement of Duties
Responsible for skilled, semi-skilled and manual work in the maintenance, construction and repair of Town property and for the safe and efficient operation of the heavy, medium and light motor equipment such as a backhoe, front end loader, dump truck and similar equipment. Participates in the overall completion of public works projects. Employee is required to perform all similar or related duties.

Supervision
Works under general supervision of Division Superintendent or designated Foreman, performing work of a routine nature using initiative in carrying out recurring assignments independently with specific instruction. Refers non-routine matters to a supervisor who provides additional, specific instruction for new, difficult or unusual assignments, including suggested work methods. The employee is expected to recognize instances which are out of the ordinary and which do not fall within existing instructions and seek direction from a supervisor. Reviews and checks of the employee's work are applied to an extent sufficient to keep the supervisor aware of progress, and to insure that completed work and methods used are technically accurate and that instructions are being followed. Employee does not supervise other Town employees.

Job Environment
Numerous standardized practices, procedures, or general instructions govern the work and in some cases may require additional interpretation. Judgment is needed to locate, select and apply the most pertinent practice, procedure, regulation or guideline.

The work consists of a variety of duties that generally follow standardized practices, procedures, regulations or guidelines. The sequence of work and/or the procedures followed vary according to the nature of the task assigned.

Employee constantly performs work outdoors on a variety of public works projects. Employee is exposed to equipment/machinery, noise, odors, chemical fumes, dust, smoke, heat, cold, oil, dirt or grease, and risk of personal injury. Work is continually performed outdoors, regardless of weather conditions. Employee may be required to work beyond normal business hours at nights and/or on weekends in response to emergency situations on a 24/7 basis.

Has contacts primarily with co-workers, contractors. Interactions with the public are incidental to the purpose of the work involving giving and receiving factual information requiring courtesy and tact.

The nature of work or the operation of large, complex or potentially dangerous equipment increases the probability that the consequences of errors, missed deadlines or poor judgment may include significant monetary losses, loss of town assets, waste of material, damage to buildings,

equipment, and danger to public safety and/or personal injury. Special written instructions, safety precautions, training, or protective gear is required at all times

Essential Functions:

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

Operates assigned heavy equipment such as a backhoe, front end loader, dump truck and similar equipment used in the completion of a wide range public works projects such as maintaining streets, sidewalks, setting curbing, laying down asphalt or concrete, bricklaying and cold patching pot holes, replacing of water lines, etc.

Loads and unloads trucks, transports materials.

Performs physical, manual labor using special equipment including hand tools to dig ditches and trenches, patch roadways, and perform public works related tasks around sewer, water pipes, trees, wires, cars, personal property and fellow workers.

Sets ups work zone with appropriate signs and cones that is compliant with required safety guidelines. Maintains traffic markings, erects and repairs signage, paints line and curbs.

Attends training sessions as required to maintain abreast of updates or changes in occupational safety requirements.

Performs plowing and snow removal functions. Sands, salts and chemically treats roadways, parking lots and sidewalks with town vehicles and equipment.

Performs a variety of routine and repetitive tasks for the maintenance, care and upkeep of fields, grounds, beaches, playgrounds, structures and facilities.

Responsible for the proper care and maintenance of equipment; reports vehicle and equipment problems to mechanic or foreman.

Assists with highway projects including but not limited to the building and repairing gravel, dirt and asphalt roads and streets, installing and repairing culverts, cleaning and repairing catch basins and drainage lines; repairs water mains and drainage systems; flushes pumping stations, maintains and repairs sewer lines; sweeps streets.

Rakes and disposes of rubbish and leaves. Disposes trash from Town facilities and the Transfer Station.

Performs routine equipment maintenance and may conduct light mechanical repair work as needed.

Performs similar or related work as directed, or as situation dictates.

Recommended Minimum Qualifications

Education and Experience: High School Diploma or equivalent with four years of prior experience in the operation of heavy equipment; or any equivalent combination of education, training and experience which provides the required knowledge, skills and abilities to perform the essential functions of the job.

Special Requirements
Position requires a Class B Commercial Driver's License, and a Hoisting Engineer's License
Massachusetts Driving License
Must obtain MA DEP Grade I Water Distribution License within 12 months

Must pass random drug testing requirements

Knowledge, Skill and Abilities
Familiarity with basic public works, maintenance work and grounds keeping practices. Working knowledge of the safe and effective operation and mechanics of light and heavy equipment and machinery, hand tools and public works department operations. Knowledge of the geography and street layout of the Town. Working knowledge of the occupational hazards and safety precautions of the trade. Knowledge of hydraulics.

Basic motor skills required in the operation of heavy equipment, tools, and department machinery. Ability to read and interpret construction project plans, pay careful attention to details, perform work under extreme weather conditions for long periods of time. Ability to interact effectively with all other utilities. Ability to recognize unsafe working conditions to ensure that appropriate safety precautions are taken to ensure employee safety and to follow oral and written instructions or directions. Ability to be self-motivated and work cooperatively with other crew members. Ability to operate a wide range of construction equipment including hand and pneumatic tools and power equipment. Ability to complete assigned work under adverse weather conditions and to work long, extended hours during unplanned emergencies such as during snow storms or floods.

Physical and Mental Requirements
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 position's essential functions.

Work requires agility and physical strength, such as moving in or about construction sites or over rough terrain, or standing or walking most of the work period. Occasionally, work may require lifting heavy objects and carrying them. There may be need to stretch and reach to retrieve materials. Usually, the work will require extended physical effort over a significant portion of the work day and often under adverse weather or emergency conditions during all hours of the day.
Duties may involve assignments requiring application of hand and eye coordination with finger dexterity and motor coordination. Examples may include using hand and power tools, operating heavy equipment/vehicles or climbing a ladder. Position requires the employee to routinely read and interpret documents. Employee must be able to distinguish colors.

This job description does not constitute an employment agreement between the employer and employee, and is subject to change by the employer, as the needs of the employer and requirements of the job change.