



## TOWN OF BREWSTER, MA JOB DESCRIPTION

<b>Title:</b> Equipment Operator	<b>Classification:</b> Union, SEIU
<b>Department:</b> DPW	<b>Grade:</b> 4A
<b>Reports to:</b> Foreman	<b>FLSA Status:</b> Non-Exempt
<b>Effective Date:</b> 12-02-21	

### Summary

Position performs skilled manual work in the operation of heavy equipment which requires a high degree of dexterity, inspection of the equipment for proper operating condition and carrying out certain preventive maintenance procedures; all other related work, as required.

### Essential Functions

*The essential functions or duties listed below are intended only as illustrations of the various types 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.*

Safely operates light and heavy construction equipment, and landscape equipment, including, but not limited to tractor trailers, front end loaders, backhoes, excavators, and mowers, to support the needs of the department. Operates trucks in excess of 26,000 lbs, such as dump trucks, snowplows and sanders.

Loads and unloads trucks, picks up and hauls materials and equipment to job sites, including assisting in Recycling Center operations.

Performs winter maintenance operations, plows and sands roadways, schools and other municipal property.

Serves as essential personnel for department requiring work during emergencies.

Performs manual labor work.

Assists with road construction and maintenance projects including, but not limited to trenching, road grading, patching, and drainage repair and installation.

Assists with mowing; tree, shrub and/or stump trimming/removal and disposal/chipping.

Assist with varies construction and maintenance projects for the Town.

Operates tools and small equipment.

Checks and performs routine maintenance of heavy equipment such as checking oil, greasing, and cleaning.

Occasionally operates equipment and performs the duties of lower and/or higher grade positions.

Maintains work areas and equipment in a clean, orderly, operational, and safe condition, reports improper operation, faulty equipment, defective material and unusual conditions.

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Inspect and maintain culverts and catch basins to ensure proper flow.

Performs other similar or related duties, as required or as situation dictates.

### **Supervision**

*Supervision Scope:* Performs varied duties of a routine to complex nature following acceptable standards of quality and performance. Duties often require the exercise of judgment in operating and maintaining a variety of public works equipment and in applying technical expertise to a particular situation.

*Supervision Received:* Works under the general supervision of the Foreman.

*Supervision Given:* May direct the activities of persons of lower classifications in conjunction with work being performed by or with equipment being operated or activities being carried out. May assist in the training of new employees.

### **Recommended Minimum Qualifications**

#### Education, Training and Experience

High School Diploma and applicable vocational training, must have an operating engineer's license, minimum two years of experience operating Heavy Motor Equipment preferably in highway/parks or construction industry preferably in the public sector working with local government, or any equivalent combination of education, training, and experience. Demonstrated ability on the proper use of all safety equipment. Proven track record of safety.

#### *Special Requirements:*

Valid MA Commercial Class B Driver's License, Class A desirable  
1C, 2A, and 4G licenses  
DOT Physical Card  
OSHA 10 Certified

*Knowledge:* Knowledge of all safety requirements and procedures, knowledge of department and office procedures, working knowledge of the proper use of all heavy motor equipment, knowledge of principles of construction, advanced knowledge of field operations. Must have knowledge of all safety procedures and be able to demonstrate the proper use of all required safety equipment. Knowledge of the roads of the Town. Knowledge of winter maintenance operations. Knowledge of construction equipment/tools utilized in road maintenance and municipal infrastructure. Through knowledge of the operation of CDL vehicles, loaders, excavators and heavy equipment. Basic knowledge of hand tools, power tools and maintenance equipment.

*Ability:* Ability to properly operate all heavy equipment. Demonstrated experience in maintaining safety protocol at all times. Must be able to prepare written and oral reports. Must possess the ability to read and interpret engineering design and plans. Ability to communicate effectively and tactfully with staff. Ability to prioritize and complete multiple tasks at one time with frequent interruptions. Ability to operate a computer with intermediate MS Office skills. Ability to use a telephone system.

*Skill:* Skilled in the use of all applicable heavy motor equipment. This position requires excellent operations skills, strong organizational skills, and skills in department tools and equipment. Working knowledge of the occupational hazards and safety precautions of the trade. Must have knowledge of basic public works operations. Must be able to comprehend brief instruction to carry out

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complex situations related to maintenance and department policies.

### **Job Environment**

- Most work is performed outside, with exposure to constant loud noise and potential exposure to toxic or caustic chemicals, equipment with moving mechanical parts, and in confined spaces; outdoor work may be performed in adverse weather conditions with exposure to hazards associated with chemicals, trenches, and construction sites. Workload is subject to seasonal and unplanned fluctuations; the employee shall respond to emergency situations.
- The employee operates a variety of heavy and light motor equipment and other equipment, including, but not limited to light trucks, tractors, graders, snow plows, sanders and other equipment compatible with license limitations. The employee also operates various hand and pneumatic tools.
- The employee generally has contact with other town employees and limited contact with the general public.
- The employee does not have access to department confidential information.
- Errors could result in personal injury, injury to others, delay or loss of service and damage to buildings or equipment and possible legal repercussions for the Town.

### **Physical Requirements**

*The physical demands described 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.*

Heavy physical effort is often required to perform functions which involves frequent lifting/moving of up to 100 pounds. Employee is required to drive heavy equipment for long periods of time during all types of weather conditions. While performing the functions of this job, the employee is required to stand, walk, talk, sit and hear for extended periods. Regularly required to use hands to finger, handle, feel objects, tools or controls; reaches with hands and arms, crawls and climbs. Vision and hearing must be at or correctable to normal ranges.

*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.*

*Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer*