

City of South San Francisco
Human Resources Department

Equipment Operator
Class Description

Definition

Under general supervision, operates a variety of construction and power-driven equipment including, but not limited to, graders, loaders, rollers, bobcats, water wagons, and backhoes; and performs related duties as assigned.

Distinguishing Characteristics

Positions in this class, as a major assignment, operate various construction and power driven equipment that require the demonstration of a high degree of coordinated skill to accomplish work efficiently and safely in order to perform a variety of general maintenance tasks. May assist with training and directing less experienced staff.

Typical and Important Duties

1. Safely and competently operates Public Works equipment such as rollers, graders, loaders, tractors, trucks, backhoe, and street sweepers, water trucks, vactors, sewer jets, etc.
2. Trains others on the safe operation of city equipment as necessary.
3. Excavates, , fills, levels, grades, and compacts surfaces.
4. Loads and moves heavy equipment occasionally.
5. May serve as a Lead when directing crews assigned to perform work requiring the Equipment Operator.
6. Serves as the division liaison between city garage and outside vendors for scheduling the maintenance and repair of assigned equipment
7. Coordinates street sweeping activities; trains and assigns back up sweeper operators. May perform street sweeping duties when assigned.
8. Performs related duties and responsibilities as assigned.

Job-related Qualifications

Knowledge of:

- Methods, tools, materials and equipment used in public works construction and maintenance activities.
- Operation and capabilities of a variety of construction and maintenance equipment.
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- Basic construction skills and techniques.
- General principles of leading staff.
- Proper servicing of assigned equipment.
- Occupational hazards and safety practices and procedures related to the work.
- Techniques for dealing with the public, City staff, and others in an effective manner.

Ability to:

- Grade to survey stakes.
- Safely and competently operate a variety of construction and maintenance equipment.
- Lead and train staff in safely and competently operating department equipment.
- Communicate effectively in writing, orally, and with others to assimilate, understand, and convey information, in a manner consistent with job functions.
- Represent the City, the department, or the organizational unit effectively in contacts with representatives of other agencies, City departments, and the public.
- Establish and maintain cooperative working relationships with other employees and the general public.
- Acquire a general knowledge of division policies and procedures as related to maintenance operations.
- Use initiative and independent judgment within established policy and procedural guidelines.
- Take a proactive approach to customer service issues.
- Make process improvement changes to streamline procedures.
- Organize own work, set priorities, meet critical deadlines, set schedules, and follow-up on assignments with a minimum of direction.
- Work in a safe manner, following City safety practices and procedures; model and enforce correct City safety practices; identify, correct and report hazards.
- Maintain confidentiality regarding sensitive information.

Skill in:

- Driving a variety of vehicles safely.

Experience and Training

Any combination of experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience: Four years of progressively more responsible experience in public works construction and maintenance work and two years of experience in the operation of a loader, backhoe, grader, and/or roller. Experience in assigning semi-skilled staff is highly desirable.

Training: Equivalent to graduation from high school, supplemented by satisfactory completion of a City-recognized construction and power-driven equipment training program.

Licenses and Certificates

All licenses and certificates must be maintained as a condition of employment.

- Possession of, or ability to obtain, an appropriate, valid California commercial driver's license, with proper endorsements and a satisfactory driving record.

Special Requirements

Essential duties require the following physical skills and work environment:

Physical Skills: Able to sit, stand, walk, kneel, crouch, stoop, squat, crawl, twist, and climb; lift and carry 75 pounds; dexterity to drive trucks and large vehicles; distinguish among various colors; distinguish various computer generated auditory signals; use common hand tools; vision to read printed materials, a computer screen, and to test equipment in varied field settings; hearing and speech to communicate in person and over the telephone.

Work Environment: Work in a shop and field setting; exposure to inclement weather, cold, heat, noise, outdoors, dust, dirt, vibration, chemicals, traffic, traffic hazards, confining workspace, mechanical hazards, electrical hazards, and explosive hazards.

Ability to: Travel to different sites and locations; drive safely to different sites and locations; maintain a safe driving record; maintain a clean and neat appearance; work protracted and irregular hours; respond to a pager; take 24-hour call and stand-by; available for evening meetings; available for unusual hours in emergencies.

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Physical: Class 2
Status: Classified/Non-exempt
EEOC Category: EF2/EJ7
Job Code: A175

ADA Documentation of Essential Duties

1. SDE
2. MAE
3. SDE
4. MAE
5. MAE
6. MAE
7. MAE