



Job Description – Equipment Operator

Job Title:	EQUIPMENT OPERATOR	Department:	STREETS
Group:		FSLA Status	NON-EXEMPT
Salary Range:	Not to exceed Midrange	Position Type:	FULL TIME
Reports To:	Street Supervisor	Directs:	N/A

Applications Accepted By:

E-MAIL:

hrdirector@palestine-tx.org

Subject Line:

Attention: Human Resources/ Job Title

MAIL OR IN PERSON: (MONDAY- FRIDAY; 8A-5P)

City of Palestine Human Resources

504 North Queen

Palestine, Texas 75801

(903)731-8421

Job Description

OBJECTIVE

- UNDER GENERAL SUPERVISION, OPERATES A VARIETY OF CONSTRUCTION EQUIPMENT UTILIZED TO REPAIR, MAINTAIN AND IMPROVE THE STREETS, ROADS, WATER AND/OR WASTEWATER COLLECTION/DISTRIBUTION, STORM WATER SYSTEMS, AND RELATED INFRASTRUCTURE FOR THE CITY OF PALESTINE.

ESSENTIAL JOB FUNCTIONS

- (Essential functions, as defined under the Americans with Disabilities Act may include, but are not limited to, the following tasks, knowledge, skills and other characteristics. **This list of tasks is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by positions in this class.**)
- Operates trucks of various sizes and weights in the loading, hauling and unloading of various equipment, materials and supplies
- Operates jackhammers, mowers, brush chippers and other small equipment and tools to maintain street and utility systems.
- Works with and assists the line crews in digging ditches and trenches, hoisting material, tools, equipment, repairing streets, and any related work with a backhoe, or front-end loader.
- Performs routine inspection and preventive maintenance on assigned equipment and refers defects or repairs to the supervisor; cleans equipment.
- Assists in the installing and maintenance of traffic control devices.
- Performs all duties in conformance to appropriate safety and security standards

OTHER IMPORTANT JOB FUNCTIONS

- Drives and operates backhoe, roller, loader, mower, excavator, street sweeper and other construction equipment; follows blue prints and specifications; drives trucks and equipment to and from work site; checks and maintains vehicle and equipment prior to, during and after use; conducts and performs routine maintenance; checks oil, hydraulic fluid, water level and other areas; operates a variety of related equipment, hand tools, equipment and other items; assists the water department and other city



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departments as needed.

Performs other duties as assigned or required.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Knowledge of applicable local, State and Federal statutes, rules, regulations, codes, ordinances, City of Palestine policies and procedures and other governing documents
- Knowledge of the principles of road construction, repair and maintenance
- Knowledge of basic construction equipment and tools, their use, maintenance and repair.
- Skill in operating a variety of light construction equipment
- Skill in reading, understanding and interpreting blueprints and related materials.
- Skill in establishing and maintaining effective working relations with employees, other departments, vendors, contractors, the general public and others having business with the City of Palestine.

CERTIFICATIONS AND LICENSES REQUIRED

- A high school diploma or GED AND one year of relevant, responsible work operating construction equipment/vehicles. Must be able to verify diploma or GED requirements.
- Must possess a valid Texas Driver License.
- Must have or obtain a Class B CDL Driver License within 6 months of hire.

CONDITIONS OF EMPLOYMENT

- Must pass a pre-employment drug screen and/or physical exam. Employees are subject to random drug/alcohol testing throughout their employment.
- Must have and maintain a satisfactory driving record

Reviewed By:	Mark Fletcher	Date:	March 26, 2020
Approved By:	Lisa Cariker	Date:	March 26, 2020
Last Updated By:	Lisa Cariker	Date/Time:	March 26,2020
Received By:		Date:	