

CITY OF BEAVERTON

Public Works Equipment Operator

General Summary

Operate heavy equipment and power tools to provide efficient and cost effective construction, maintenance and repair of the City's underground infrastructure, wastewater and storm drainage facilities and street systems. Provide leadership at the job site.

Key Distinguishing Duties

Operate heavy equipment including a vector for cleaning and video equipment for line inspection. Operate heavy equipment requiring a CDL-A. In absence of lead worker provide supervision on the job site.

Essential Functions

Depending upon assignment, the incumbent may perform a combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this class.

1. Operate vehicles, tools and equipment required fro assigned area of responsibility Ensure job site utilities have been located prior to beginning
2. Perform duties of Utility Worker and Operations Technician as required.
3. Ensure proper functioning of all electrical components. Use computer, VCR and TV to ensure recording quality of underground utilities.
4. Coordinate the repair of sanitary sewer/storm drainage systems requiring excavation and retrofitting of sections of pipe, and replacement or addition of manholes, pollution control devices or catch basin structures.
5. Install, construct, maintain and repair City utility lines. Inspect and test lines utilizing a variety of large and small equipment and chemicals. Read and analyze engineering blueprints to ensure proper installation.
6. Read and analyze recorded mapping systems and footage for use on replacement projects.
7. Provide leadership to crew and resolve site issues in absence of crew lead. Organize site approach. Maintain safe worksite.
8. Review and redline plans for upcoming projects. Inspect installations and communicate with City engineering, planning, and project lead. Redesign, grade slopes, elevations as needed. Complete asbuilts and report findings to engineers.
8. Oversee and/or set up traffic control for work sites. Perform flagging functions.

9. Complete proper paperwork. Track and document materials usage.
10. Assist in notifying citizens of scheduled projects. Answer questions from public regarding projects.
11. Respond to emergency situations as needed.
12. Produce an acceptable quantity and quality of work that is completed within established timelines.
13. Participate in section operational processes including procedure development and implementation.
14. Provide excellence in internal and external customer service. Create a positive experience for customers through professional and courteous behavior and creative problem resolution. Focus on producing high quality results.
15. Represent the City to the public in operational functions as required. Advance and protect the interests of the City and its citizens in all matters.
16. Develop safe work habits and follow all required safety policies, procedures and techniques. Contribute to the safety of self, co-workers and the general public.
17. Participate in the City Emergency Management program including classes, training sessions and emergency events.
18. Follow standards as outlined in the Employee Handbook.
19. Support and respect diversity in the workplace.

Other Functions

1. Respond to citizen inquires and requests.
2. Develop project resource estimates and scheduling.
3. Perform related duties of a similar scope and nature.

Knowledge Required

- ◆ Advanced knowledge of safety practices and procedures for assigned area including confined space entry, flagging, shoring underground excavations, the handling of hazardous chemicals and street/bridge maintenance.
- ◆ Advanced knowledge of practices and principles of operations, installation, construction, repair and maintenance for assigned area.
- ◆ Working knowledge of the laws, regulations, ordinances and codes governing operations, installation, construction, repair and maintenance for assigned area.
- ◆ Depending upon assigned area the following is required:
 - Working knowledge of pipe types and structure materials.

- Working knowledge of asphalt and concrete paving, patching and compaction techniques.
- Working knowledge of types of bitumuls, asphalt and concrete and proper application procedures.
- Working knowledge of proper raking and rolling of asphalt and concrete finishing.
- Advanced knowledge of underground utilities.
- ◆ Working knowledge of general construction techniques.
- ◆ Working knowledge of basic arithmetic and mathematics principles.
- ◆ Working knowledge of English grammar, spelling and usage.

Skills/Abilities Required for Entry

- ◆ Expert ability to use tools, small equipment and heavy equipment used in operations, installation, construction, repair and maintenance for assigned area.
- ◆ Advanced ability to read equipment manuals, maps and engineering blueprints.
- ◆ Depending upon assigned area the following is required:
 - Strong ability to read grades and compute material requirements.
 - Strong ability to compute yardage/tonnage.
 - Strong ability to evaluate street repair and maintenance needs.
 - Advanced ability to locate and properly mark service and main lines.
- ◆ Strong ability to lead/participate on a team focused on producing high quality results.
- ◆ Strong ability to maintain records.
- ◆ Strong ability to establish and maintain effective working relationships with employees, contractors, other agencies, public officials and the general public.
- ◆ Strong ability to apply excellent internal and external customer service skills.
- ◆ Strong ability to communicate effectively both orally and in writing with diverse customers, employees, contractors, other agencies, public officials and the general public.
- ◆ Strong ability to use a keyboard and word processing, spreadsheet programs or other application software as required for position.
- ◆ Basic ability to use general office equipment.

Minimum Qualifications Required for Entry

High School diploma or GED and 4 years experience in operations, installation, construction repair and maintenance of utility systems in assigned area with 1 year operating heavy equipment used in assigned area or an equivalent combination of education and experience enabling the incumbent to perform the essential functions of the position.

Licensing/Special Requirements

- ◆ Positions in this classification are required to possess a valid driver's license and the ability to meet the City's driving standards.
- ◆ Commercial Drivers License-A with air brake and tank endorsements required.
- ◆ Traffic Flagger training required within three months of employment.
- ◆ Depending upon assigned area the following are required or desired as indicated:
 - Some employees in this classification may be required to have OSHA Competent Person Certification.
 - Department of Environmental Quality Class II Wastewater Collection Certificate desired.

- ◆ Some positions in this classification are required to possess First Aid and CPR certification.
- ◆ Ability to pass required physical examination.

Working Conditions

Regular focus on computer screen; constant precise control of fingers and hand movements; daily standing for prolonged periods; frequent lifting, moving and carrying of objects 50-90 pounds; constant lifting, moving and carrying of objects 20-50 pounds; constant stooping, bending, turning, twisting, crouching, reaching, crawling, kneeling, climbing or balancing; frequent work in all weather conditions and around traffic; regular exposure to equipment with crushing potential, hazardous chemicals, vibration, fumes and high noise levels; occasional exposure to disease; daily wearing of protective gear; occasional exposure to electrical current; occasional dealing with distraught or difficult individuals; occasional response to emergency conditions off-hours; occasional attendance at meetings or activities outside of normal working hours; daily operation of a motor vehicle on public roads.

Classification History

As of 10/97: Equipment Operator

Revised: 1/98

New class specification title 1/98: Collection Systems Equipment Operator, Street Systems Equipment Operator

New class specification title 3/03: Equipment Operator

Revised: 11/04

New class specification title 1/1/09: Public Works Equipment Operator

Revised 1/1/09

Status: SEIU

FLSA: Non-exempt

Department Head Signature

Human Resources Signature

Date

Date