



City of Cloquet Job Description

POSITION: Heavy Equipment Operator
DEPARTMENT: Public Works-Streets
REPORTS TO: Street Department Supervisor

SUMMARY

Assists in the daily operation and maintenance of the Public Works Department, including the Divisions of Street, Parks, Water and Wastewater, as a Heavy Equipment Operator.

ESSENTIAL FUNCTIONS OF THE JOB

Operates motor grader to perform maintenance and construction of gravel surfaces for roadways, parking lots, parks and various construction sites.

Loads dump trucks with sand, gravel, blacktop, demolition debris, other construction related materials and snow using a front end loader.

Hauls sand, gravel, blacktop, demolition debris, and other construction related materials using a tandem axle dump truck.

Transports heavy equipment to and from job sites using a tandem axle dump truck with trailer.

Performs multiple duties from aerial lift truck.

Plows snow from highways, streets, alleys and parking lots.

Performs routine daily maintenance activities in the Street Department, including patching streets, repair of concrete curbs and sidewalks, maintenance of street lights and signs, placement of barricades, pickup and collection of trash and litter, cleaning of catch basin drains, ditches and culverts, loading and unloading of equipment and materials from trucks.

Performs routine building maintenance activities including sweeping, mopping, painting, and general carpentry work.

Performs routine grounds maintenance activities, including topsoiling, seeding, sodding, raking, shoveling, brush cutting, and trimming and maintenance of trees and shrubs.

Performs routine equipment maintenance such as daily inspections, oil changes, lubrication and other operator related maintenance.

Responds to emergency situations such as flooding, windstorms, major accidents, snow emergencies, broken water mains, sewer backups, and other street related problems.

Serves as lead person and Assistant Foreman in the Street Division in the absence of the Street/Park Department Supervisor.

Performs other duties as apparent or assigned.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Minimum High School diploma or general education degree (GED). Five years experience in a construction related field as well as experience with the operation of various pieces of heavy equipment. Applied Science Degree in a Heavy Equipment Operation and Maintenance program from a two year Vocational Technical School is preferred.

LANGUAGE SKILLS

Ability to read and understand written correspondence, memos, and equipment manuals. Ability to write simple correspondence. Ability to communicate with co-workers, supervisors, and the general public.

MATHEMATICAL SKILLS

Ability to make arithmetic computations using whole numbers, fractions, and decimals.

REASONING ABILITY

Ability to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

OTHER KNOWLEDGE, SKILLS AND ABILITIES

Working knowledge and ability to operate various pieces of heavy construction equipment including motorized grader, front end loader, tracked excavators, rubber tire backhoes, street sweeper, skid steer, roller, aerial lift truck and a variety of attachments.

Knowledge of the methods, techniques, tools, materials and equipment used in street construction, maintenance and repair.

Basic carpentry skills.

Knowledge and understanding of applicable work safety standards.

Knowledge of responsible salt/sand application, equipment calibration and best practices for snow and ice removal.

Basic knowledge of best practices and identification of invasive species and pests.

CERTIFICATES, LICENSES AND REGISTRATIONS

Minnesota Class A Commercial Driver's License.

Must have, or be able to obtain within six (6) months of hire, Competent Person Training Certificate in compliance with Confined space, trenching and Excavation procedures.

PHYSICAL DEMANDS

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 essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls and talk or hear. The employee frequently is required to stand, walk, sit, and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl; and taste or smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts, traffic, heavy equipment and in outside weather conditions and is regularly exposed to vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles and toxic or caustic chemicals.

The noise level in the work environment is usually loud.