Class Title: Part-Time Equipment Operator/Laborer **Location:** Public Works
Classification: Part-Time up to 25 hrs/week **–** Non-Exempt **Reports to:** Public Works Director

NATURE OF WORK

This is a part-time semi-skilled manual work in the operation, repair and maintenance of various motorized equipment on grounds keeping and general operations of the Public Works Department.

Employee is also responsible for regular preventive maintenance on this equipment. Employee must have the ability to operate these various pieces of equipment when required to assist the Public Works Department. Work instructions may be received in detail for each job to be performed or may follow an established routine. Work is subject to review while in progress and upon completion by the Public Works Director.

In addition to performing general laborer duties such as road patching, brush cutting and hauling, the position also involves operating heavy road maintenance equipment with complex controls in a safe and efficient manner.

SUPERVISION RECEIVED/EXERCISED

Work is performed under the general supervision of the Public Works Director with considerable independent judgment and discretion in accordance with applicable laws, codes and ordinances. The Public Works Director reviews work via reports, discussions, observations, and results achieved.

DESIRED MINIMUM QUALIFICATIONS

High school graduation and experience in the operation of motorized equipment; or any equivalent combination of experience and training.

NECESSARY SPECIAL REQUIREMENTS

- Must possess and maintain a valid Class I, II or III motor vehicle operator's license, and the employee shall be insurable under the Town's vehicle insurance coverage.
- Must have pre-employment drug testing.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES

- Skill in the operation of loaders, backhoes, compact tractors, plowing, trucks and various electric and hand tools.
- Thorough knowledge of field and shop safety practices.
- Ability to perform major repairs upon various light and heavy motorized equipment.
- Ability to operate light to heavy motorized equipment safely.
- Ability to operate hand-held motorized equipment safely.
- Must be able to work outdoors in all environmental and weather conditions.
- Must be able to follow directions and perform assigned duties unsupervised occasionally.
- Must perform any and all other duties directed by the Road Commissioner or the Board of Selectmen.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Departmental

- Operates light to heavy trucks and motorized equipment.
- Operates various hand-held motorized tools.
- Helps prepare trucks and other equipment for different seasonal jobs including repairing and maintaining sanders, plows, loader, backhoe, etc.
- Assists road crews and other departmental activities by driving equipment or performing other manual labor tasks.
- Participates in the seasonal plowing and sanding for the town.
- Inspect assigned vehicle and perform minor preventive maintenance and associated manual tasks to correct safety problems as necessary.
- Assist in general repair and preventive maintenance on vehicles and equipment and assists in general maintenance of the town garage.
- Responds courteously to the general public and be able to maintain composure in difficult and emotionally challenging situation.
- Performs related work as required.

TOOLS AND EQUIPMENT USED

Loaders, backhoes, trucks, grader, excavator and various electric and hand tools.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by the 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 required to stand, sit, talk, smell, and hear. The employee is required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms. The employee is required to walk, stoop, kneel, twist, bend, reach, push, pull, climb or balance, crouch, or crawl.

The employee must occasionally lift and or move up to 75 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.

Work is performed primarily in shop, vehicles, outdoor settings, in all weather conditions, including temperature extremes, during day and night work. Work is often performed in emergency and stressful situations. Individual is exposed to hazards associated with smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents and oils.

The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.

The noise level in the work environment is usually loud.

The examples of duties are intended only as illustrations of the various types of work 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.

EMPLOYMENT DIRECTIVES

The duties and abilities contained herein are intended only as illustrations of the various types of work 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.

The job description does not constitute an employment agreement between the Town of North Yarmouth and the employee. The job description is subject to change as the needs of the department and requirements of the job change. It is understood and expected that the performance of all job related tasks and duties shall be performed in a safe and appropriate manner at all times. All listed responsibilities are considered to be in addition to, and a natural progression of, the position that precedes it.