

CITY OF HELENA



Position Title: SW Operator II

Department: PW/ Solid Waste

Position #: 4304

Grade: 137

EEO Category: (08) Service Maintenance

FLSA: Non-Exempt

EEO Function: (02) Streets & Highways

Work Comp Code: 9410

DEFINITION

In addition to performing all lower rated positions, as required performs skilled maintenance work, operates specialized heavy equipment, maintenance equipment, and/or transfer station equipment (loader, mechanical arm and tractor trailer) in addition to a wide variety of other equipment. Performs a variety of departmental maintenance duties. Performs skilled work in the operation of specialized equipment and vehicles. Examples: Large dump truck, transfer station loader, transfer station mechanical arm, transfer station tractor trailer and large bucket truck.

SUPERVISION RECEIVED

Works under the general supervision of a Department Superintendent or Supervisor.

SUPERVISION EXERCISED

Supervises the work of others only when assigned as leadman.

DISTINGUISHING FEATURES OF THE CLASS

Primary difference between an I & II Operator is the specialized equipment and tasks performed. Class A Commercial Drivers License is required for an Equipment Operator II. Class B Commercial Drivers License is required for an Equipment Operator I.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Operates transfer station load distributing mechanical arm.

Operates transfer station push pit front end loader.

Operates transfer station tractor/trailer unit.

Inspects customer loads to assure that only permitted materials are deposited.

Operates commercial and residential refuse trucks.

Manually picks up and loads uncontained and bagged trash.

Distributes and/or repairs plastic and metal containers.

Works on tipping floor, directs traffic, monitors public use of facility and maintains a safe work environment.

Perform cleanup in Transfer Station daily.

Keeps equipment clean inside and out on a regular basis.

Performs pre-trip and post-trip vehicle inspections, including daily greasing, checking fluids and fueling.

Cover other positions within department as assigned.

OTHER JOB RELATED DUTIES

Perform other duties as assigned.

SAFETY RELATED DUTIES:

Abide by the City of Helena and department/division work practices established for specific job assignments and occupations. Always wears safety equipment re: vest, hard hat, safety glasses, steel toed boots.

Report occupational injuries, illnesses and near misses immediately to their supervisor. Follow supervisor instructions for obtaining first aid and/or medical attention. Participate in accident investigations as requested by the supervisor.

Participate fully in safety training. Suggest improvements in safety training requirements or programs to the supervisor or the safety committee.

Identify unsafe work conditions and unsafe practices. Correct hazards or report them to the supervisor or safety committee as appropriate. Operates equipment in a safe manner

Conduct business according to all standard operating procedures (SOP).

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Knowledge of:

Requirements of pre trip and post trip vehicle inspection.

Use of designated specialized heavy equipment along with dump trucks, back hoes, mowers, roller, etc.

Skill to:

Operate pertinent equipment.

Use a variety of hand and power tools.

Operate equipment in a safe manner.

Abilities to:

Operate equipment in a safe manner.

Perform routine cleaning of equipment both inside and out.

Perform maintenance tasks.

Perform the variety of skills needed to perform major duties.

Establish and maintain positive working relationships with City employees, supervisors, and the general public.

Perform strenuous manual labor under adverse conditions when necessary.

Maintain positive attitude, be a self starter, and self motivated.

Physical Demands

This varies based upon major job duties, although this usually involves performing vigorous manual labor. Ability to sit, stand, walk, kneel, crouch, stoop, squat, crawl, twist, climb, push, pull, lift 75 lbs., and wear protective apparel; exposure to cold, heat, noise, outdoors, vibration, confining work space, chemicals, mechanical hazards, electrical hazards, and traffic hazards; ability to travel to different sites and locations; availability for shift work, on-call, stand-by, and emergency call.

Work Environment

Works outside frequently in all weather conditions. Is exposed to a variety of hazards and dangers on occasion. Works in a dusty, dirty and unpleasant smelling environment.

Experience and Training Guidelines:

Any combination equivalent to 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 & Training:

High school graduation or equivalent.

2-5 years experience in operating specialized heavy equipment, as well as a variety of construction and maintenance equipment.

License or Certificate:

CDL – Class A with acceptable driving record

Special Requirements:

Subject to pre-employment as well as random, reasonable suspicion, post accident and follow-up drug and alcohol testing as per the City of Helena substance abuse policy.