

# **JOB DESCRIPTION**

**Position Title:** Equipment Operator / Laborer

**Department:** Maintenance

**Supervised by:** Maintenance supervisor

## **General Description of Work**

Responsible for the safe and efficient operation and maintenance of equipment used to perform the duties of maintaining the infrastructure and any or all other properties belonging to the City of Romney.

## **Duties**

Operation and maintenance of construction type equipment (backhoe, loader, dump truck, snowplow, jetter, or comparable equipment). Assists maintenance supervisor in his duties. When not operating equipment, will operate some power tools, work to repair equipment, or work as a laborer. Does any additional work that may be required or requested by supervisor.

## **Skills, Knowledge, and Abilities**

Possess knowledge of capabilities of heavy equipment and mechanical operation, with a good knowledge of traffic and safety rules. Skilled in the operation of heavy motorized equipment in all types of weather. Possess ability to troubleshoot problems and recommend remedial action. Ability to understand written and oral instructions and communicate with subordinates; ability to make repairs and adjustments to heavy equipment; ability to estimate quantities and materials needed for repairs; ability to perform assignments with minimal supervision

## **Education**

High School Diploma or G.E.D. equivalent, with a minimum of five years experience in operating heavy equipment, or any equivalent combination of experience and training which provides required knowledge, skills and abilities.

## **Other Requirements**

Possess a valid Drivers License. Possess or may be required to obtain West Virginia Certification in Collection and Distribution Systems. Ability to work in inclement conditions, and be available to be On-Call as needed. Willing to comply with the City of Romney Employee Handbook. Must be able to pass a pre-hire drug screen, and background check.

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Employee: \_\_\_\_\_ Date: \_\_\_\_\_