

City of South Sioux City Job Description

Job Title: Operator I
Department: Streets
Reports To: Street Foreman
FLSA Status: non exempt
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Prepared Date: 02/10/17
Approved By:
Approved Date:

Summary: Maintains municipal roads and rights-of-way in safe condition by performing the following duties.

Essential duties and responsibilities include the following. Other duties may be assigned.

Drives light and heavy duty motor vehicles.

Dumps, spreads, and tamps asphalt with equipment or by hand to patch broken or eroded pavement.

Operates hand and power equipment (i.e., jackhammer).

Operates all heavy equipment utilized by the City.

Drives snow removal equipment, consisting of truck or tractor equipped with adjustable snowplow and blower unit.

Trims and cuts trees and or bushes in public right of way with an approximate maximum diameter of 18 inches, and no higher than chest high.

Operates paint striper.

Performs heavy manual labor (i.e., digging holes and ditches with hand tools).

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Problem Solving - Identifies and resolves problems in a timely manner. Develops alternative solutions. Works well in group problem solving situations.

Customer Service - Responds promptly to customer needs. Responds to requests for service and assistance. Meets commitments.

Judgment - Exhibits sound and accurate judgment. Supports and explains reasoning for decisions. Includes appropriate people in decision-making process. Makes timely decisions.

Planning/Organizing - Uses time efficiently. Sets goals and objectives.

Professionalism - Approaches others in a tactful manner. Treats others with respect and consideration regardless of their status or position. Follows through on commitments.

Quality - Looks for ways to improve and promote quality. Monitors own work to ensure quality.

Quantity - Completes work in timely manner. Works quickly.

Safety and Security - Observes safety and security procedures. Reports potentially unsafe conditions. Uses equipment and materials properly.

Adaptability - Adapts to changes in the work environment. Manages competing demands. Changes approach or method to best fit the situation. Able to deal with frequent change, delays or unexpected events.

Attendance/Punctuality - Is consistently at work and on time.

Dependability - Follows instructions. Responds to management direction. Takes responsibility for own actions. Keeps commitments. Commits to long hours of work when necessary to reach goals.

Initiative - Volunteers readily. Seeks increased responsibilities. Takes independent actions and calculated risks. Asks for and offers help when needed.

Innovation - Displays original thinking and creativity. Meets challenges with resourcefulness. Generates suggestions for improving work.

Qualifications - 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

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

Language Skills

Ability to read and comprehend simple English instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

Reasoning Ability

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Certificates, Licenses, Registrations

Valid Driver's license, preferably CDL or ability to acquire CDL within 6 months.

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 talk, hear, stand, walk, use hands to finger, handle, or feel; reach with hands and arms. The employee is frequently required to climb, balance, stoop, kneel, crouch or crawl. The employee is occasionally required to sit. The employee must regularly lift and /or move up to 50 pounds, frequently lift and/or move up to 25 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, night vision, depth perception and 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 is regularly exposed to moving mechanical parts and outside weather conditions. The employee is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, vibration and risk of electrical shock. The noise level in the work environment is usually moderate.

Residency Requirements - Shall reside within the South Sioux City school district.