

SENIOR OPERATOR

Department: Department of Public Works
Division: Sewer & Drain
Appointing Authority: Director

Grade: 11
Revision Date: 11/19
Bargaining Unit: W

Definition:

Skilled operation of the excavator in the Sewer Division and any other needs of the Dept. of Public Works. Performs skilled manual labor in construction, laying, repair and maintenance of sewer mains, sewer services, drain lines and associated appendages, all other work that is logical to the position as required.

Supervision:

Works under the direct supervision of the Sewer Division Crew Chief and the general direction of the Field Superintendant and Assistant Field Superintendants. Works collaboratively with divisional and departmental personnel.

May have formal supervisory responsibilities in the absence of Crew Chief and be responsible for instructing, directing and/or organizing small work crews in associative activities.

Job Environment:

Work is done under typical conditions indoors and in the field outdoors. Work may be performed in adverse weather and environmental conditions; may involve working with hazardous substances including raw sewage, chemicals, substances, powders or fluids requiring adherence to safety and usage protocol; may involve electrical wires, testing and service requiring adherence to safety protocol; may involve mechanical testing and service requiring adherence to safety protocol.

Work conditions may involve walking and climbing on flat ground or hills, over pipes, drains, pumping or disposal equipment; exposure to hazardous conditions; crouching, reaching, twisting, repetitive motion and carrying and lifting requiring some physical strength and endurance. Office setting work may include use of personal computers and standard office conditions.

Has frequent or intermittent contact with employees in answering questions, solving problems, providing instructions and organizing small work crews.

Errors in judgment and performance may result in damage to or loss of information, delay in or loss of service, possible monetary loss, or adverse legal consequences to the city as well as impact on employee morale, confusion and delay.

Errors in equipment operation, interpretation of data/instrumentation and changes in process control may cause legal or financial repercussions, damage to equipment or facilities, personal injury, injury to colleagues, danger to public health and safety.

Must drive self and/or equipment to job sites and locations as necessary.

Essential Functions: (The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed and are representative of those that must be met by an employee to successfully perform the essential functions of the job. 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.)

Operates, in safe and approved manner, excavator and other similar equipment (such as front end loader, backhoe, roadside mower, motor grader, vactor truck, rubbish truck, recycling truck) as required with proper safety protocols and procedures. Performs the construction, laying, repair and maintenance of sewer mains, sewer services, drain lines and associated appendages and all other work in an approved manner in accordance with departmental specifications and requirements.

May also clear blocked sewers, drains, manholes and catch basins. Required to operate or oversee the operation of equipment such as sewer rodding and root cutting machines, compactors, jackhammers, backhoes, vactor, front end loaders and skid steers.

Laborer duties may include lifting and loading trash bags, lifting and loading recyclable materials, digging ditches, trenches, post holes and loading of dirt and construction materials; shovel, spread and tamp asphalt; break, remove and load old concrete and prepares sidewalks, curbs and streets for repairs; use assorted hand tools such as shovels and standard construction or carpentry tools; use assorted pneumatic tools such as portable pumps, air compressors, jackhammers, air drills.

Performs winter work as assigned including plowing, sanding, snow removal with equipment or manually.

All other work as assigned that is logical to the position.

Minimum Qualifications: *Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the necessary knowledge and abilities is:*

Education and Experience:

High School or trade school diploma or equivalency required, or, a combination of education and experience that enables performance of all aspects of the position.

Three to five years of responsible experience and familiarity with the operation methods, materials, equipment, and results required for a wide variety of problems in the particular type of work involved.

Knowledge, Ability and Skill:

Ability to establish and maintain satisfactory relationships with supervisors, coworkers and the general public. Aptitude for and the ability to safely operate tools and equipment utilized. Must be punctual and perform all aspects of job responsibilities with honesty and integrity. Operational knowledge of departmental vehicles, equipment and their general maintenance. Ability to perform strenuous duties.

Must demonstrate organizational and time management skills. Ability to communicate effectively orally and in writing; must work effectively and independently in situations where deviations and irregularities occur. Ability to inspect, analyze, evaluate, diagnose and correct basic equipment and process failures; ensure safety and professional work standards are set and maintained.

Physical Requirements:

Moderate to heavy physical effort required to perform manual tasks requiring consistent physical strength and endurance for extended periods and possibly under adverse weather conditions. Normal working day involves walking, standing, sitting, climbing with moderate to frequent body movements such as reaching, sitting, crouching, twisting and repetitive motions bending, twisting, grasping, pulling and pushing materials up to fifty (50) lbs. Good vision required for instrument reading and ability to perform close vision, distance vision, peripheral vision and the ability to adjust focus.

Special Requirements:

Must possess valid Massachusetts Class B or equivalent from reciprocal State (CDL) operator’s license with Air Brake Certification, Applicable Hoisters License(s) for position ; any other licenses/endorsements required by State or Federal law. Must successfully pass CORI/ SORI checks; must have an acceptable driving record and be insurable under city’s policy; must pass pre-employment physical and drug screen pursuant to the DOT Regulations. Overtime hours are required as needed.

(This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)

Approved:

EXECUTED 11/26/2019 AND ON FILE IN THE HR DEPARTMENT

Human Resources Director

Date

Revision History: 6/92, 10/98, 4/13, 8/15, 7/18

Department Head

Mayor