

# **City of Cordova Position Job Description**

## **Equipment Operator I or II**

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SUPERVISOR: REFUSE SUPERVISOR

CLASSIFICATION: FULL TIME, OVERTIME ELIGIBLE, IBEW BARGAINING UNIT

HOURS: MON-FRI, 0700 – 1530 AND SCHEDULED ROTATING SATURDAYS

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### **SUMMARY**

The Equipment Operator performs work operating specialized equipment for the City of Cordova under the guidance and supervision of the Refuse Supervisor in accordance with the rules and regulations governing commercial vehicle operations in the state of Alaska.

### **GENERAL STATEMENT OF DUTIES**

Operates specialized heavy equipment and trucks requiring a Class B commercial drivers' license in support of landfill, transfer station and collection activities.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Operates City-owned heavy equipment and class B vehicles.
- Manually collects residential and business refuse according to City's published schedule.
- Fuels and inspects equipment daily, performs preventive and prescribed maintenance and makes minor repairs on equipment and tools.
- Assists other departments and/or divisions with equipment operations as necessary.

### **MINIMUM QUALIFICATIONS**

- A. Valid Alaska Class B Commercial Driver's License (CDL), or must obtain one within 6 months of hire.

### **PREFERRED QUALIFICATIONS**

- A. Experience in refuse collection, landfill practices or related experience.
- B. Considerable experience operating a variety of heavy equipment and class B vehicles requiring a CDL to operate. (Required for Equipment Operator II)

### **NECESSARY COMPETENCIES (KNOWLEDGE, SKILLS, ABILITIES, BEHAVIORS)**

- A. Thorough knowledge of the operation and upkeep of all heavy equipment used in landfill and refuse collection activities.
- B. Skill in the operation of basic hand and power tools.
- C. Ability to read and understand written regulations, schematic diagrams and semi-complex instructional materials in the English language.
- D. Ability to accurately complete written work logs in the English language.
- E. Ability to comprehend and follow safety rules and regulations.
- F. Ability to communicate with the public in a clear and courteous manner.
- G. Ability to understand and follow written/oral policies, procedures, and instructions.
- H. Ability to work with minimal supervision.
- I. Ability and willingness to quickly learn and put to use new skills and knowledge brought about by changing information, equipment, and/or technology.
- J. Ability to respond to emergency situations in a timely manner; ability to exercise good judgement in time-critical and emergent situations.
- K. Ability to maintain a positive work atmosphere by acting and communicating in a manner that is respectful and fosters teamwork.

#### **LEGAL REQUIREMENTS**

As a condition of employment, this position is subject to a pre-employment background and drug test prior to performing any CDL-related driving in accordance with FMCSA rules.

A valid Alaska Commercial Driver's License, once obtained, must be maintained for the duration of employment.

#### **WORKING CONDITIONS**

Work is performed outdoors, often in inclement weather. Work may result in handling and/or processing of hazardous material or exposure to chemical effuse or vapor. Work is physically demanding with periods of exertion. Infrequent work after hours to meet unscheduled demand; rotating weekend coverage as scheduled with advance notice.

#### **PHYSICAL DEMANDS OF POSITION**

Capable of bending and squatting. Capable of lifting and carrying up to 70 pounds. Capable of pushing at least 100 pounds. Capable of climbing ladders and working at nominal height. Clarity of speech and sufficient hearing, with or without reasonable accommodation, which permits effective communication during interactions with the general public and other employees.

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To perform the job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed in this job description are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform

essential functions. The omission of specific statements or duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.