

CITY OF GONZALES
POSITION DESCRIPTION

TITLE: Equipment Operator I
DEPARTMENT: Wastewater/Water

JOB CODE: Full-Time
FLSA: Non Exempt

SUMMARY: This is a service-maintenance position in a skilled craft department. Work involves maintaining the water and wastewater lines for proper distribution and collection. Has limited contact with the public. Has minimal responsibility for the preparation of reports.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbent(s) in this position. Incumbent(s) may not be required to perform all duties in this description and incumbent(s) may be required to perform position-related tasks other than those specifically listed in this description.

Essential Job Functions:

- Repair water line leaks.
- Repair, clean, and maintain sewer lines.
- Install new water and sewer lines as needed.
- Maintain and repair plumbing systems at all city facilities.
- Locate water and sewer lines using maps, locators and experience, and make service taps from mains.
- Repair and maintain pumps and other equipment in lift stations and at water and sewer plants.
- Flush water mains and fire hydrants after making repairs and as regularly scheduled.
- Read, replace, and repair residential and business water meters.
- Assist Street Department during flooding or storms.
- Install new pumps and equipment at lift stations and plants.
- Be available for on call duty every fifth week.
- Maintain vehicles and equipment and perform minor repairs.
- Assume responsibility for work orders.
- Must observe all safety rules, report unsafe working conditions and Worker's Compensation injuries to Supervisor or Human Resources.
- Other duties as assigned.

Required Knowledge and Skills:

- Skill in providing excellent customer service to persons of all ages, regardless of social or economic backgrounds.
- Errors could result in monetary loss and environmental damage.
- Performance could have a major impact on the environment and on health of public.
- Must be able to communicate with persons from all social groups including; co-workers, supervisors, other city employees, plumbers, gas company employees, telephone company employees, local businesses, GVEC, Cable TV, delivery men, salesmen, and the public.
- Responsible for employee timesheet, overtime authorization form, and fuel slips.

Required Education, Experience and Certificates:

- High School Diploma or equivalent.
- Valid class C, Class B CDL within 1 year.
- Must be able to operate tractor, loader, and dump truck.
- Mathematic understanding is required.
- Preferred Licenses: Class D Water and Class D Wastewater within two years.

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Environmental Factors and Conditions/Physical Requirements:

- Work takes place inside and outside in all types of weather. Is subject to emergency call.
- Some hazards exist which could result in injury or death. Works with chemicals, with mechanized equipment, and around open basins.
- May be subject to repetitive motion such as bending, reaching and lifting (up to 50lbs.).

Equipment and Tools Utilized:

- Equipment and tools utilized may include City vehicle, backhoe, front-end loader, dump truck, bobcat, jet sewer cleaner machine, fork lift, tractor/rotor cycle, skill saw, tapping machine, jigsaw and other maintenance related tools and equipment.