

**JOB TITLE: Equipment Operator**

**WD/6**

**DEPARTMENT: Water Distribution, City of Toccoa**

**JOB SUMMARY:** This position is responsible for installing, repairing, and maintaining water and sewer mains and lines.

**MAJOR DUTIES:**

- o Installs, maintains, and repairs water and sewer mains and lines.
- o Operates a backhoe, trencher, front-end loader, and dump truck to install sewer services, sidewalks, asphalt, curbs, and gutters.
- o Locates and repairs damaged water and sewer lines.
- o Performs preventive maintenance procedures on assigned equipment.
- o Makes and repairs utility cuts necessitated by water and sewer repairs.
- o Operates a boring machine to install water and sewer pipe.
- o Installs and repairs street signs and traffic lights.
- o Paints warning zones, parking lines, and street lines on roads.
- o Flushes and cleans water and sewer lines.
- o Assists in the maintenance and repair of equipment
- o Answers emergency service calls as required.
- o Sets barricades, cones, and warning signs at work sites.
- o Performs other related duties as assigned.

**KNOWLEDGE REQUIRED BY THE POSITION:**

- o Knowledge of city and department policies and procedures pertaining to the installation, maintenance and repair of water, storm, and sewer lines and culverts.
- o Knowledge of the location of water, storm, and sewer lines, mains and culverts.
- o Knowledge of the methods and practices of installing, maintaining and repairing water and sewer lines and mains.

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- o Knowledge of basic mathematics.
- o Skill in operating a backhoe, trencher, front-end loader, dump truck, and boring machine.
- o Skill in the use of such tools and equipment as pumps, pipe saws, tapping machines, and tampers.
- o Skill in the installation, maintenance, and repair of water, storm, and sewer lines, mains and culverts.
- o Skill in oral and written communication.

**SUPERVISORY CONTROLS:** The Water Distribution Superintendent assigns work in terms of somewhat instructions. The work is reviewed for compliance with procedures, accuracy, and the nature and propriety of the final results.

**GUIDELINES:** Guidelines include accepted work practices and city and department policies and procedures. These guidelines are generally clear and specific, but require some interpretation in application.

**COMPLEXITY:** The work consists of related water and sewer installation, maintenance, and repair duties.

**SCOPE AND EFFECT:** The purpose of the position is to install, maintain, and repair water and sewer lines and mains. Successful performance facilitates the speed and accuracy of repairs and service.

**PERSONAL CONTACTS:** Contacts are typically with co-workers, other city employees, and utility customers.

**PURPOSE OF CONTACTS:** Contacts are typically to exchange information and provide services.

**PHYSICAL DEMANDS:** The work is performed while sitting, standing, walking, bending, crouching, or stooping. The employee must lift light and heavy objects, climb ladders, and use tools or equipment requiring a high degree of dexterity.

**WORK ENVIRONMENT:** The work is performed primarily outdoors. The employee is exposed to noise, dust, dirt, grease, machinery with moving parts, contagious or infectious diseases, and occasional inclement weather. The work requires the use of protective devices such as masks, goggles, and gloves.

**SUPERVISORY AND MANAGEMENT RESPONSIBILITY: None.**

**MINIMUM QUALIFICATIONS:**

- o Ability to read, write, and perform basic mathematical calculations at a level commonly associated with the completion of high school or equivalent.
- o Sufficient experience to understand the basic principles relevant to the major duties of the position, usually associated with the completion of an apprenticeship/internship or having had a similar position for one to two years.
- o Possession of or ability to readily obtain a valid driver's license issued by the State of Georgia for the type of vehicle or equipment operated.
- o Possession of or ability to readily obtain an appropriate state-certified license for water treatment or distribution as appropriate.