

CITY OF GOSHEN, INDIANA

POSITION DESCRIPTION

Department: Street

Position: Light Equipment Operator

Scheduling: Monday - Friday, 7:00 am - 3:30 pm or as needed. Nights and weekends may be required.

FLSA Status: Hourly, Non-exempt

Date of Announcement: January 30, 2018

Application Deadline: Until position is filled

Essential Duties and Responsibilities:

The following list of duties is normal for this position and is not to be construed as exclusive or all-inclusive.

- Plows snow; applies salt/sand to streets.
- Hauls various materials including dirt, leaves, snow, brush, asphalt, and concrete.
- Patches streets and seals cracks.
- Cleans catch basins.
- Trims trees, brush, and mows/ trims grass; maintains berms.
- Operates skid loader, roller, lawnmower, tractors, chain saws, weed eater, wood chipper and leaf vacuum.
- Provides assistance to Sign Department including assembly of signs; repairs/ replaces street signs.
- Paints street lines and provides general assistance to Paint Department.
- Cleans shop and general area.
- Available for 24 hour call, if needed.
- Performs other related essential duties as required.

Minimum Training and Experience Required:

- High school graduate or equivalent and three to five years relevant work experience; or any equivalent combination of education, training and experience.

Special Requirements:

- Valid Commercial Driver's License (CDL) and current CDL physical or obtain within 59 days

Minimum Physical and Mental Abilities:

- Ability to utilize departmental equipment and tools including dump truck, bucket truck, crack/seal equipment, skid loader, wood chipper, leaf vacuum, mower, patch wagon, roller, pruners, chain saws, shovels, rakes, air tools, weed trimmers, and other hand tools.
- Ability to exert physical effort in moderate to heavy work involving lifting, carrying, pushing, pulling and shoveling.

Language Ability and Interpersonal Communication:

- Ability to comprehend and correctly use a variety of informational documents including citizen inquiry forms and other reports and records.
- Ability to comprehend a variety of reference books and manuals.
- Ability to prepare work orders, time sheets, maintenance reports, other related reports.
- Ability to accurately record and deliver information and meet deadlines.
- Ability to perceive and discriminate colors, sounds, textures, odors, and shapes.
- Ability to use independent judgment, common sense, and principles of rational systems in the performance of tasks.
- Ability to work under stressful conditions.

- Ability to work up to 16 hours straight in weather-related situations.
- Ability to maintain personal composure and tactfully handle difficult situations and interpret questions correctly.
- Ability to advise and interpret the application of policies, procedures and standards to specific situations; ability to explain, demonstrate and clarify to others within well-established policies, procedures and standards.
- Ability to communicate effectively.

Environmental Adaptability:

- Ability to work effectively in a shop environment and outdoors being exposed to extreme weather conditions.
- Ability to work in and close to public streets and take the necessary precautions to protect self and others from hazards, traffic, and other potentially dangerous situations.

Rate of Pay:

Teamsters Category D as designated by current salary ordinance.

Starting Pay: \$18.97

Applications (required) are available in Human Resources office, 204 E. Jefferson St., Goshen, IN, M-F; 8 am – 5 pm or online at www.goshenindiana.org. Click Job Opportunities.

The City of Goshen provides equal employment opportunities to all employees and applicants for employment. EOE/Drug Free/Smoke Free