

CITY OF FORT WAYNE JOB POSTING

Applicants and Employees must meet duties/essential functions and minimum requirements.

Job Vacancy:	Heavy Equipment Operator	Department:	Street Department
Requisition Number:	2024247		
Hours:	6:30am – 2:30pm, may vary	Rate of Pay:	\$27.23/Hour
Date Posted Up:	8/30/2024	Date Posted Down:	9/5/2024
Time Up:	12:00pm	Time Down:	5:00pm

SUMMARY

Working under the moderate supervision of the General Foreman, incumbent operates pavers, bulldozers, grades-all, oil distributors and graders in the maintenance, repair and resurfacing of city streets and alleys. The incumbent is expected to exercise good judgment, independence, initiative, and professional expertise in conducting day-to-day operations. All work duties and activities must be performed in accordance with the City safety rules and operating regulations, policies and procedures as well as federal, state, and local regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the ability to interact with the public, City incumbents, and outside agencies with patience, tact, respect, and professionalism and the following. Other duties may be assigned.

- Operates all equipment used by the Street Department;
- Grades alleys and streets;
- Tacks, coats, chips, and seals streets;
- Operates paver for asphalt resurfacing;
- Grades roads in preparation for chip and seal;
- Grades Berms and alleys;
- Hauls equipment and material to and from job sites;
- Removes snow from city streets;
- Spreads sand and salt on streets;
- Assists in leaf pick-up detail;
- Pulls a trailer in excess of 10,000# GVWR;
- Reports irregularities and abnormal conditions;
- Assists employees of equal or higher classification;
- Does minor servicing and maintenance on assigned vehicles;
- Performs any and all other duties required;
- Performs duties listed in lower classification as needed;
- Assists employees of equal or higher classifications.

MARGINAL FUNCTIONS

- Prepares daily automotive and equipment reports;
- Maintains equipment, tools and work area in a clean and orderly condition;
- Assists in the training of other employees;
- Performs other duties as assigned.

PERFORMANCE EXPECTATIONS

The incumbent is responsible to manage their performance in accordance with this job description and the performance expectations provided to them by management. If at any time the incumbent is unsure of their role or specific responsibilities, it is the incumbent’s responsibility to refer to their job description and

ask for clarification from their supervisor. Management will work with the incumbent, as needed, to ensure performance expectations are clearly communicated and performance goals are achieved.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

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

EDUCATION and/or EXPERIENCE

- High School Diploma or GED;
- At least some advanced education involving mechanical courses;
- At least two years of experience as Equipment Operator "B" or other equivalent experience;
- Ability to pass post-offer screen for this position;
- Ability to pull and operate a trailer in excess of 10,000# GVWR.

LANGUAGE SKILLS

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations to customers, clients, and other employees of the organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

REASONING ABILITY

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

CERTIFICATES, LICENSES, REGISTRATIONS

Valid Indiana Commercial Driver's License (CDL) Class A, with Tanker Certification. Incumbent must be 21 years of age or older to hold a CDL with the City of Fort Wayne.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee performs moderately complex, relatively standardized tasks. Performs assigned duties which require bending, twisting, climbing and lifting up to 50 pounds on a regular basis. Effort involves exertion regularly for sustained periods of time. Specific vision abilities required by this job include close vision, distance vision, depth perception, and ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee has moderate exposure to dust, grease and extreme temperatures and severe weather conditions. The employee is occasionally exposed to extreme cold and extreme heat. The noise level in the work environment is usually loud.

Applications may be submitted on-line at www.cityoffortwayne.org or using the City of Fort Wayne Human Resources Department computer kiosks located at Citizen's Square, 1st Floor, 200 E. Berry Street, Fort Wayne IN between the hours of 8:00 a.m. – 4:00 p.m. Applicants must be 18 years of age or older. Applicants must be 21 years of age or older to hold a CDL with the City of Fort Wayne. Reasonable accommodations for person with a known disabling condition will be considered in accordance with State and Federal Law.

(Those individuals who accept employment with the City and live outside one of the six contiguous Indiana counties that border Allen County (DeKalb, Whitley, Noble, Huntington, Wells, and Adams) will have six (6) months from their start date to become residents of either Allen County or one of the six counties listed above. Policy and Procedure Number 204 Page: 1 of 1)

Equal Opportunity Employer

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.