

Human Resources Department

City of Rexburg

35 North 1st East
Rexburg, ID 83440

HR@rexburg.org
www.rexburg.org

Phone: 208.359.3020
Fax: 208.359.3022



CITY OF
REXBURG
America's Family Community

Job Description

Public Works

STREETS LEVELII OPERATOR

(GRADE 5)

GENERAL STATEMENT OF DUTIES:

Performs a variety of semi-skilled and skilled duties in the operation of equipment related to the construction, maintenance and repair of City roads, alleys, parking lots, signs, and storm drains, and other jobs as necessary

SUPERVISION RECEIVED:

Works under the supervision of the Street Department Foreman or Level III Operator

SUPERVISION EXERCISED:

May provide close supervision to a laborer or seasonal employee on a project by project basis

CATEGORY AND FLSA STATUS:

Full-time, regular, non-exempt

ESSENTIAL DUTIES:

- Operates a variety of light equipment, such as pickups, one tons, dump trucks, street sweepers, tractors, sanders, backhoes, water trucks, fork lifts, man lift trucks, etc., and any and all small tools such as compactors, jackhammers, asphalt/concrete saws, drills, hammers, etc. as needed to construct, maintain, and repair City streets, parking lots, pathways, storm drains, etc.; may operate some heavy equipment on occasion or for training purposes.
- Performs daily vehicle inspections and maintenance on ALL equipment and vehicles being used; fills out all logs associated with such inspections and maintenance daily; reports any problems found with vehicles or equipment; maintains all fluid levels, including regular greasing, on all equipment daily.
- Responsible for maintaining and taking good care of ALL equipment being used.
- Notifies street foreman of any major repair needs or any regularly scheduled service needed.
- Performs a wide variety of manual tasks as needed, such as the digging, shoveling, and raking of dirt, gravel, or other materials.
- Performs related duties as required.

SAFETY:

- Adhere to all safety rules and regulations
- Where appropriate, use required safety and personal protective equipment
- Maintain equipment in good condition, with all installed safety guards in place

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Qualifications

1. Education and Experience:

- A. Graduation from high school or equivalent with sufficient education and training background to demonstrate an ability or aptitude to perform the duties noted above.

AND

- B. Two (2) years' experience in the operation of some or all of the equipment noted above.

OR

- C. An equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

Working knowledge of the following:

- Various municipal street maintenance equipment
- Hazards and safety precautions related to construction and equipment
- traffic laws
- Construction methods and procedures typical to city streets, storm systems, etc.
- Equipment parts and preventative maintenance for the same
- Concrete prepping, pouring, finishing
- Operation of simple to complex motorized equipment

Ability to:

- Perform manual tasks for sustained periods of time
- Perform minor equipment maintenance and repair
- Mount, dismount, and operate equipment safely and efficiently
- Follow through on assigned tasks
- Follow verbal and written instructions
- Communicate effectively, verbally, and in writing
- Establish and maintain effective working relationships with fellow employees, supervisors and the public

3. Special Qualifications:

- Possess, or be able to obtain, a class B CDL with airbrakes endorsement.
- Be 'on call' as needed for snow removal, sanding, sign replacement, etc. 'On call' time is usually 23 hours a day for a week at a time, but may be required any time the need arises.
- Be on 'stand by' basis on occasion for severe weather alerts and snow removal.
- Be available to work overtime, holidays, and odd shifts to accomplish work as needed.

WORK ENVIRONMENT:

Tasks require a variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching, lifting, etc. (lifting up to 50 pounds and occasionally lifting up to 80 pounds), daily exposure to weather extremes and seasonal conditions.

Disclaimer:

The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed with or without notice. This job description supersedes earlier versions.

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