

**Town of Exeter, New Hampshire
Position Description**

Position Title: **Heavy Equipment Operator**

Department: Public Works
810

Reports To: Highway Superintendent

Date: September 2001

GENERAL SUMMARY:

Under the general supervision of the Highway Superintendent, responsible for the safe and efficient operation of all trucks and related equipment in the Public Works fleet.

ESSENTIAL JOB FUNCTIONS*:

- Operates heavy equipment including loaders, backhoes, graders, dump trucks, excavator, and street sweeper; operates trucks equipped with snowplows and other equipment in snow and ice control activities.
- Does pick and shovel work, jack hammering, and asphalt cutting to maintain streets; maintains drainage systems; cleans out storm drains, culverts, and drainage ditches; lays brick and block for drainage structures; digs trenches; installs and repairs drain pipes; builds and repairs catch basins; performs masonry and stone work.
- Removes, replaces, and straightens street name and traffic signs; paints lines and symbols on roadways and in parking lots.
- Responsible for traffic safety at work sites.
- Picks up and removes dead animals from Town streets and other Town property.
- May assist other departments with road clean-up activities after accidents and during and after fires or hazardous materials spills.
- Picks up roadside trash; rakes and rolls asphalt.
- Ensures proper safety precautions are taken in the use of equipment and performance of assignments.
- Serves as Lead, directing and training other personnel in the use of equipment and operational procedures of the department.

OTHER DUTIES AND RESPONSIBILITIES:

- May supervise Public Works personnel in the performance of a work project.
- Promotes and maintains responsive community relations.
- Performs other related duties as assigned.

PREPARATION, KNOWLEDGE, SKILLS & ABILITIES:

Duties require knowledge of construction and maintenance equivalent to completion of a high school diploma and one to three years of related experience, or equivalent combination of education and experience. Must possess a valid State of New Hampshire Class B Driver's License with air brake certification.

Considerable knowledge of the type and uses of tools, materials, and standard equipment used in maintenance work.

Considerable knowledge of the hazards and safety precautions of the work.

Considerable knowledge of the operation and maintenance requirements of trucks, tractors, snow plowing, and similar equipment.

Ability to understand and follow oral and written directions.

Ability to establish and maintain effective working relationships with others.

Ability to read and to make limited mathematical computations.

SUPERVISORY RESPONSIBILITY:

May supervise public works personnel in the performance of a work project.

WORKING CONDITIONS/PHYSICAL DEMANDS:

Frequent and extended periods of outside work, subject to all weather conditions and extremes.

Continuous walking, standing, climbing, frequent periods requiring sustained uncomfortable physical positions.

Ability to lift, carry, and position heavy objects utilizing proper body mechanics and techniques.

Operates equipment which causes loud noise levels and high vibrations.

Exercises caution when operating heavy equipment.

The above statements are intended to describe the general nature and level of work being performed by people assigned to do this job. The above is not intended to be an exhaustive list of all responsibilities and duties required.

***External and internal applicants, as well as position incumbents who become disabled as defined under the Americans with Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.**