

**\*Posted Jobs have the potential to become full-time permanent with benefits:  
Starting rate is \$15.63/hr.**

#### POSITION DESCRIPTION

Class Title: **CDL Driver/Equipment Operator**  
Department: Department of Public Works  
Division: Streets and Public Improvements  
Date: November 30, 2023

Job Code Number:  
Grade Number:  
Location: Public Works Barn

#### **GENERAL PURPOSE:**

Performs a variety of unskilled and semi-skilled work and operates a variety of equipment in the maintenance of City streets and roadways, and stormwater drainage systems. Operates a variety of equipment and vehicles utilized in construction, maintenance, and repair activities.

#### **SUPERVISION RECEIVED:**

Works under the immediate supervision of Job Foreman of Streets Division.

#### **SUPERVISION EXERCISED:**

None.

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Operates trucks of various sizes and weights in the loading and unloading of various equipment, materials, and supplies.

Performs all duties in conformance to appropriate safety and security standards.

Performs tasks, as assigned, repairing, or maintaining tools and equipment.

Performs tasks, as assigned, including but not limited to: removing snow from streets, steps and sidewalks, distributing salt, sweeping streets, assist in cutting out curbs for new curbing, sign work, blacktop holes, clean roadways and streets of debris, trees, dead animals, car wreckage, etc., grass cutting, weed-eating, assisting with cement work, tar buggy, repairing storm lines, picking up white goods and yard waste, operating the leaf machine, assisting in repairs to catch basins, painting crosswalks and curbing and pot hole patching.

#### **NONESSENTIAL DUTIES**

Controls traffic at work sites by flagging to guide through work areas.

#### **DESIRED MINIMUM QUALIFICATIONS**

Education and Experience:

A. Graduation from high school or GED equivalent. Certified as a CDL Driver or ability to obtain a CDL license within six (6) months of hire.

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Necessary Knowledge, Skills and Abilities:

- A. Working knowledge of the methods, materials and tools used in street maintenance work.
- B. Skill in operation of listed tools and equipment.
- C. Ability to understand and follow oral or written instructions. Ability to communicate effectively, verbally and in writing. Ability to observe proper safety precautions. Ability to establish effective working relationships with other employees, work supervisors and the general public. Ability to perform heavy manual tasks under varying weather conditions. Ability to drive and operate a variety of equipment under varying conditions.

## **SPECIAL REQUIREMENTS**

Valid State CDL operator's license, or ability to obtain a valid State CDL operator's license within six (6) months of hire.

## **TOOLS AND EQUIPMENT USED**

Motorized vehicles and equipment, dump truck, pickup truck, street roller, tamper, saws, pumps, aeroil propane kettle, compressors, generators, common hand and power tools, shovels, and wrenches.

## **PHYSICAL DEMANDS**

- Sitting:** May vary in required times during the day. Sitting may occur for an entire shift, up to 7½ hours daily, when operating a vehicle for snow removal. Otherwise, sitting may be required occasionally, up to 4 hours per shift, to relocate from one job site to another throughout the shift or attend meetings.
- Standing:** Would be required possibly 2-3 hours daily while laboring at a work site location to perform the required job duties.
- Walking:** Would be required up to 6 hours, to accomplish duties such as inspecting streets and roadways or to perform other required job duties.
- Lifting:** Weights lifted would vary, and amount of time daily required for these duties would also vary. Maximum lifting for a single individual would be 80 to 100 pounds. These lifting occasions may encompass less than two (2) hours daily. Occasional lifting under one (1) hour per day may be required of approximately 80-pound weight. Normal lifting on a regular basis throughout the day would be approximately 20 pounds to include most hand-held tools the worker may use for an entire shift to perform the required job duties.
- Bending:** May be required up to three (3) hours per shift, to perform the required job duties.

**Twisting:** May be required up to three (3) hours per shift to perform the required job duties.

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**Climbing:** Occasional throughout the day, up to four (4) hours, to access stairs or ladders and to climb hilly terrain in yards and banks for storm line inspection. There is an approximate two (2) foot height to access the step and grab bar handle of some vehicles being utilized.

**Squatting:** Would be required occasionally, less than one (1) hour per day to maintain vehicles, streets, roadways, and storm water drains.

**Kneeling:** Would be required occasionally, less than one (1) hour per day to inspect, maintain streets, roadways, and storm water drains.

**Pushing:** May be required occasionally, less than one (1) hour per day to push and/or pull.

**Pulling:** May be required occasionally, less than one (1) hour per day to push and/or pull.

**Reaching:** Would be required continuously, up to 7½ hours per day for all job duties.

**Hand Usage:** Would be required continuously, up to 7½ hours per day for all job duties.

**Foot Usage:** Required to utilize the brake, gas, and clutch during the operation of a manual transmission vehicle or the brake and gas for automatic transmission vehicles.

**Environment:** Employee is subject to all weather conditions to complete required job duties.

**Hours:** 7:00 A. M. to 3:30 P. M., Monday through Friday with a 15-minute break and 45-minute lunch. Hours in the winter or during an emergency will encompass additional hours (including weekends) due to supervision of snow removal and emergency street or storm water supervision.

### **WORK ENVIRONMENT:**

The work environment characteristics described here are representative to 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 regularly works in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibrations. The noise level in the work environment is sometimes loud.

### **SELECTION GUIDELINES:**

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work

is similar, related or a logical assignment to the position or if the individual holding this position has the ability, training and skills necessary to undertake duties beneficial to the City of Bradford.

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The CDL Driver/Equipment Operator reports to the Foreman or Public Works and Parks Director and will from time to time be required to undertake duties and assignments at the discretion of the Foreman or Director that may not be included in this job description.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.