Equipment Operator

Department
Polk County Public Works

Job Summary
This position is responsible for operating equipment such as a tractor, mower, roller, hand tools, and maintaining rights-of-way and drainage systems.

Work Schedule
Full Time; 40 hours per week;
On Call Status as scheduled; overtime as required

Compensation/Salary
Minimum Starting Salary: $26,364.00/year
Additional salary steps may be given for relevant education and experience.
Excellent benefits package that includes insurance benefits, retirement & pension, vacation & sick leave, and paid holidays.

Qualifications
- Graduation from an accredited high school or GED;
- Less than one year of related experience or any equivalent combination of education, experience, and training which provides the knowledge, skills, and abilities necessary for this position’s duties;
- Valid Driver’s License;
- Flagger/Traffic Certification or ability to obtain within 6 months of employment;
- Skilled in operating various types of equipment used to maintain roads and grounds and ability to perform equipment maintenance as needed.

Application Process
To apply for this position, please submit a completed Polk County Employment application to:
Polk County Human Resources Department
144 West Avenue, Suite B
Cedartown, GA 30125
770-749-2100
www.polkga.org

Deadline to Apply
Until Filled

Posting Date: 10/29/2019
Polk County is an Equal Opportunity Employer
and a Drug and Alcohol Free Workplace
Equipment Operator
Public Works

JOB SUMMARY

This position is responsible for operating equipment such as a tractor, mower, roller, hand tools, and maintaining rights-of-way and drainage systems.

MAJOR DUTIES

- Assists on paving crew and other crews as needed.
- Cuts grass on shoulder of the road.
- Operates various types of equipment to maintain roads and grounds including tractor, roller, and hand tools.
- Manages road signs.
- Removes debris from roadways.
- Flags traffic.
- Maintains tractor and other types of equipment.
- Responds in an on-call status as scheduled for after hours, weekend, and holiday emergencies.
- Performs other duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of policies and procedures pertaining to road improvement and maintenance.
- Knowledge of achieving grade, drainage, and proper compaction.
- Knowledge of flagging procedures.
- Knowledge of equipment and machinery; how to operate and maintain.
- Knowledge of achieving grade, drainage, and proper compaction.
- Knowledge of safety procedures and regulations.
- Skill in oral and written communication.
- Skill in interpersonal relations.
- Skill in operating heavy equipment such as a motor grader, front-end loader, and bulldozer.
SUPERVISORY CONTROLS

The Public Works Director assigns work in terms of somewhat general instructions. The supervisor spot checks completed work for compliance with instructions and established procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include Polk County policies and procedures, GDOT policies and practices, road maintenance and construction methods, Work Zone Safety, local, state, and federal laws, and Policy County ordinances. The guidelines are generally clear and specific but may require some interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied heavy equipment operation and maintenance duties. Rough roads, the public, and inclement weather contributes to the complexity of the position.
- The purpose of this position is to operate and haul various materials and equipment, install pipes, repair roads, and clean drains/ditches. Success in this position will provide safe driving conditions for county residents and visitors.

CONTACTS

- Contacts are typically with Asphalt Plant Manager, Asphalt Supplier, Gravel Pit Attendant, co-workers, Convenient Center Representative, and Landfill Attendant.
- Contacts are typically to provide services and to give or exchange information.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- The work is typically performed while intermittently sitting standing, stooping, walking, bending, and crouching. The employee occasionally lifts heavy objects, uses tools or equipment requiring a high degree of dexterity, and distinguishes between shades of color.
- The work is typically performed outdoors and occasionally in cold or inclement weather. The employee is exposed machinery with moving parts or irritating chemicals. Work requires use of protective devices such as masks, goggles, or gloves.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None.

MINIMUM QUALIFICATIONS

- Graduation from an accredited high school or GED.
- Less than one year of related experience required; or
• Any equivalent combination of post-secondary education, experience and training which provides the knowledge, skills and abilities necessary to perform the work.

• Possession of or ability to readily obtain a valid driver’s license issued by the State of Georgia for the type of vehicle or equipment operated.

• Flagger/Traffic Certification.