



TOWN OF SURFSIDE CDL AND HEAVY EQUIPMENT OPERATOR

DEPARTMENT: PUBLIC WORKS

NON-EXEMPT

GENERAL DESCRIPTION:

Performs a variety of equipment-based duties and act as the Town Heavy Equipment Operator capable of operating a large variety of heavy equipment. The position requires integration with all key Public Works Department operational divisions / functions which include but are not limited to utilities, maintenance, sanitation and fleet management.

ESSENTIAL JOB FUNCTIONS:

1. Performs operational functions operating all heavy equipment such as, earth movers, back-hoe, skid steer, bulldozers, front-end loaders, and other related equipment.
2. Maintains and assists with the repair of heavy and power-driven equipment.
3. Performs road work, excavation work, lifting work, etc.
4. Performs minor repair works as needed.
5. Operates equipment manually and also through the use of electronic or technical methods of operation.
6. Works in adherence to safe practices, procedures, work site, traffic laws and any other applicable law.
7. Maintains and records daily activities, inventory chart, etc.
8. Reports to Operations Manager to be assigned to other Department duties as needed.
9. Assist the fleet division with various assistance functions such as repairs, drop off of CDL vehicles and other.
10. Performs Solid Waste Operator duties, when requested.
11. May function in any emergency management role or capacity in the Incident Command System (ICS) to include, Logistics, Operations, and Planning.
12. Performs other duties as assigned

(These essential job functions are not to be construed as a complete statement of all duties performed. Employees will be required to perform other job-related marginal duties as required.)

MINIMUM QUALIFICATIONS:

KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge of the equipment, tools and supplies required to accomplish all operations.
- Ability to communicate and present information clearly, and to deal with the public relations in an effective, courteous, and tactful manner.

- Good customer service skills.
- Knowledge of heavy equipment principles and functions.
- Knowledge of properly loading heavy equipment for transport.

EDUCATION AND EXPERIENCE:

High School Diploma, GED or equivalent; a minimum of 5 (five) years' experience in operating heavy equipment

(A comparable amount of training, education or experience can be substituted for the minimum qualifications.)

LICENSES, CERTIFICATIONS OR REGISTRATIONS:

Valid motor vehicle CDL license required

ESSENTIAL PHYSICAL SKILLS:

- Acceptable eyesight (with or without correction).
- Acceptable hearing (with or without hearing aid).
- Ability to communicate both orally and in writing.
- Heavy lifting and carrying (under 50 lbs.).
- Reaching.
- Pulling.
- Pushing.
- Walking.
- Standing.
- Kneeling.
- Bending.

ENVIRONMENTAL CONDITIONS:

- Work in an outside environment under various weather conditions

(Reasonable accommodations will be made for otherwise qualified individuals with a disability.)

Revision History: 01/22/2021; 10/20/2021

This job description does not constitute an employment agreement between the Town of Surfside and the employee. It is used as a guide for personnel actions and

is subject to change by the Town as the needs of the Town and requirements of the job change.

Approved:

Town Manager's Signature: 