



## LAKE OF THE WOODS COUNTY POSITION DESCRIPTION

**DATE:** November, 2017

**JOB TITLE:** Equipment Operator (Seasonal/Part Time)

**DEPARTMENT:** Public Works - Highway

**JOB GRADE:** 7

**FLSA:** Non-Exempt/ Non-Union

**REPORTS TO:** Highway Maintenance Supervisor

**SUPERVISES:** N/A

### **GENERAL DUTIES:**

Working under the general direction of the Maintenance Supervisor, the Equipment Operator performs duties relating to maintenance of County roadways and properties. Duties require operation of hand held and walk behind power equipment and utility tractors, single and tandem axle trucks and pickup trucks.

### **MANDATORY REQUIREMENTS:**

- Must be 18 years old to operate power equipment
- Valid Class A Minnesota Driver's license
- Minimum of six (6) months of experience in operation of tractors and mower units and single axle trucks

### **ESSENTIAL FUNCTIONS:**

- Operates mower tractors for road and ditch maintenance.
- Operates single and tandem axle trucks to haul supplies or plow snow.
- Performs routine maintenance and repair on tractors, mower units and other light equipment.
- Operates chain and brush saws to clear roadsides and ditches.
- Installs, replaces and maintains traffic control signs.
- Performs manual labor, heavy lifting and other physically demanding tasks as assigned.
- Other duties and responsibilities as assigned.

### **WORKING CONDITIONS AND ENVIRONMENT:**

This position includes working outside in adverse weather conditions for extended periods of time. Necessary physical functions include being able to walk on uneven and slippery terrain without assistance; lift and carry heavy loads over 60 pounds intermittently; at times carry loads up and down stairs; climb up on equipment; travel independently, climb ladders and perform other physical labor as

needed. Generally, a high degree of mobility is needed. Work includes non-standard and long hours as required by work load and weather conditions.

**SAFETY DUTIES:**

- Cooperates with the County's Safety Program and conducts work habits in a manner that ensures the safety of all employees.
- Responsible for behavior that is consistent with OSHA regulations, the County policies, departmental safety rules and office policies. Attends all required safety training sessions.