

**PLEASE POST FOR ALL APPLICANTS TO READ
MACON-BIBB COUNTY GOVERNMENT**

POST DATES: 11/18/2015 to 11/30/2015 EEOC CODE:

CLASS CODE:

CLASSIFICATION TITLE: Light Equipment Operator (2)

JOB CLASS (GRADE):

HOURLY RATE: \$11.96

WORK WEEK: Monday - Thursday

WORK HOURS: 8:30 AM - 5:30 PM

DEPARTMENT: Parks & Beautification

DEPT. HEAD: Stephen Lawson

(X) REPLACEMENT

(X) NEW REQUIREMENT

SUMMARY:

The Light Equipment Operator is responsible for work in the operation of light duty motorized equipment and the performance of manual tasks in connection with such operations.

QUALIFICATION REQUIREMENTS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The following duties are representative of the work required for this job. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Operates various equipment such as tractors, zero-turn mowers, trenches, small backhoes, and other equipment not requiring CDL licenses.
- Proper training by supervisor on all equipment.
- Operates light duty equipment such as small pick-up trucks, four yard dump trucks, flatbeds, riding mower, small or farm type tractor, bucket trucks, etc.
- Picks up trash, leaves, junk and other debris and delivers to landfill.
- Loads materials and supplies and delivers to the assigned location.
- Performs duties such as catch basin cleaning, pipe laying, recreation facility maintenance, and street patching.
- Performs minor maintenance and servicing of vehicles, as needed.
- Notes and reports malfunctions of equipment to the proper authority.
- Operates medium and heavy equipment under close supervision on an occasional basis as may be required.
- Cleans and maintains the department's materials and equipment.
- Completes special projects and performs other miscellaneous duties as required by management.

KNOWLEDGE, SKILLS, AND ABILITIES:

The Light Equipment Operator must be knowledgeable of the following principles, procedures, and concepts:

- Knowledge of the operation of various types of light equipment, such as trucks, mowers, and tractors.

- Knowledge of traffic laws and ordinances pertaining to the safe and legal operation of trucks and equipment.
- Ability to make minor adjustments, maintenance and perform service work.
- Ability to withstand constant jerking and bouncing while operating equipment.
- Ability to learn the general layout of Macon-Bibb County.
- Ability to understand and follow directions.
- Ability to maintain effective working relationships with fellow employees and with members of the general public.

MINIMUM EDUCATION, TRAINING AND/OR EXPERIENCE TO PERFORM ESSENTIAL JOB FUNCTIONS:

The Light Equipment Operator should possess, at minimum, a high school diploma or equivalent, with at least (1) years' experience in operating the equipment; or any equivalent combination of education and experience which provides the required knowledge, skills, and abilities to successfully perform the duties and responsibilities of the position.

NECESSARY SPECIAL REQUIREMENTS

- Possession of a valid Georgia Motor Vehicle Operator's License.

SUPERVISORY CONTROL AND RESPONSIBILITIES:

None

TRAVEL:

The Light Equipment Operator is required to travel frequently through the entire County.

**(ADA) MINIMUM QUALIFICATIONS OR STANDARDS REQUIRED TO PERFORM
ESSENTIAL JOB FUNCTIONS**

LANGUAGE SKILLS:

Ability to read and understand written materials. Ability to effectively communicate information to supervisors, coworkers, and the general public.

MATHEMATICAL SKILLS:

Ability to work with basic mathematical concepts such as addition, subtraction, multiplication, and division.

COMMUNICATION SKILLS:

Must be able to effectively communicate orally and in written form in a professional manner in order to give or exchange information, resolve problems, and/or provide service.

REASONING ABILITY:

Ability to interpret and understand a variety of forms, reports, manuals, regulations, and other means of instruction and guidance.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The employee must be able to complete moderate to heavy physical activity in lifting, stretching, and standing.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of 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. The work is typically performed at outside facilities where the employee is exposed to noise, dust, dirt, grease, irritating chemicals, machinery with moving parts, and inclement weather.

If you feel you qualify for the above position, please obtain an application at our website, www.maconbib.us or at our office located at 682 Cherry Street, Suite 400, Macon, Georgia 31201. Please return with a resume, proof of educational history and letters of recommendation. Applicants who are not selected to fill the position will be notified by mail or email. Position openings are to remain posted for at least seven (7) working days before the position is filled so that all applicants qualified for the position will have an opportunity to apply.

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