CITY OF NICHOLASVILLE
POSITION DESCRIPTION

Class Title: Equipment Operator

Dept/Div: Utilities/Distribution/Collection

Supervisor: Distribution/Collection

Supervises: May supervise Personnel Assigned to Department

Grade: 56

Class Characteristics: Under general direction, operates equipment assigned to Division while assisting with performing required duties; supervises personnel assigned to equipment in the absence of a higher authority; performs related work as required.

GENERAL DUTIES AND RESPONSIBILITIES:

Essential:

1. Operates equipment (excavators, backhoe, grader, trencher, dump truck, hydro excavator, tanker truck, mowing equipment, other equipment related to water and sewer facilities construction and maintenance.) to facilitate the capital construction and operation and maintenance responsibilities of the Division (e.g., water distribution lines, wastewater collection lines, wastewater treatment).
2. Ensures compliance with safety standards at all times.
3. Detects malfunctions in equipment; performs minor repairs and recommends major repairs to supervisor.
4. Cleans vehicle, equipment, and tools after use.
5. Performs Operator duties when not operating equipment.
6. Assists other crews, Divisions and Departments as requested.
7. Performs routine maintenance on department equipment.

Non-Essential: None.

MINIMUM QUALIFICATIONS

Training and Experience: Graduation from high school or equivalent supplemented by two years directly related work experience.

SPECIAL KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge:

1. Knowledge of equipment, materials, methods, and techniques used in construction and maintenance of utility systems.
2. Thorough knowledge of operating characteristics, servicing requirements, work hazards and applicable safety precautions associated with vehicles, equipment, and tools.
3. Knowledge of and ability to ensure compliance with safety requirements.
4. Knowledge of the geography of the service area.

Abilities:

1. Ability to operate Division equipment and vehicles safely.
2. Ability to detect mechanical flaws and make minor repairs to equipment.
3. Ability to monitor and remain in compliance with preventive maintenance and servicing programs.
4. Ability to maintain safety standards and practices.
5. Ability to supervise any personnel assigned to equipment while assisting with the required duties.
6. Ability to perform manual labor under extreme weather conditions for extended periods of time.
7. Ability to communicate effectively, orally and in writing.
8. Possess mechanical aptitude, manual dexterity, and good physical condition.

ADDITIONAL REQUIREMENTS

Instructions: Instructions are somewhat general; many aspects are covered specifically but must use some of own judgment.

Processes: Must occasionally consider different courses of action, or deviate from standard operating procedures, to get
the job done.

Review of Work: Work is generally reviewed as it is being completed.

Analytical Requirements: There is a choice of standard procedure.

Physical requirements of the Job: Work requires standing, walking, stooping; must lift objects over 25 pounds; must operate vehicle and equipment; required to be in high places; uses stairs and ladders; works in outside weather condition; regularly works near moving mechanical parts, uses cutting tools, and is frequently exposed to wet and/or humid conditions; works in trenches in excess of 4 feet; occasionally exposed to vibration, noise, fumes or airborne particles, toxic or caustic chemicals, raw sewage, and electrical currents. To mitigate these hazards, the employee will perform work safely in accordance with

departmental safety procedures utilizing appropriate personal protective equipment and operate equipment safely. Reports any unsafe work conditions or practice to supervisor.

Tools and/or Equipment Used: Vehicles, backhoe, excavators, trencher, welder, tapping machine, jack hammer, line locator, air compressor, sewer machines, mower, power saws, pumps, hand tools, electronic tablets, other equipment related to water and sewer facilities construction and maintenance.

Contracts: Public and internal contacts are a requirement of the job.

Confidential Information: Little or no confidential information.

Mental Effort: Moderate.

Interruptions: Few

Special Licensing Requirements: Must possess and maintain a valid driver's license issued by the Commonwealth of Kentucky. Must obtain and maintain a valid Class A commercial driver's license issued by the Commonwealth of Kentucky within 12 months.

Certification Requirements: Must obtain appropriate Water or Wastewater certification issued by the Commonwealth of Kentucky within 12 months after meeting experience requirements.

Additional Requirements: Must be able to respond to calls in emergency situations at all hours. Must participate in the City's drug and alcohol testing program in order to maintain the commercial driver's license.

Overtime Provision: Non-exempt.

updated 7-23-2018

updated 11-13-2023

updated 9-14-2026