

# CITY OF MONAHANS

## Job Description

**Job Title:** Laborer/Truck & Equipment Operator

**Department:** Public Works – Street Department

**Reports To:** Public Works Foreman

**FLSA Status:** Regular Non-exempt

**Approved By:** Rex M. Thee, City Manager

Rev. 3/2023

### **SUMMARY**

Under general supervision, operates heavy motorized equipment used in street and alley maintenance operations; participates in all activities related to street, drainage and alley maintenance, repair and construction; operates trucks with capacity of more than 3 tons to transport materials to and from specified destination, including sanitation compactor trucks transporting garbage; operates motorized machinery in maintenance, repair construction of parks recreational equipment, facilities, and irrigation systems and does related work as required. Related work may include general labor in parks, landfill, shop and/or cemetery.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Operates vehicles, equipment, and machinery such as graders, loaders, backhoes, rollers, tractors, mowers, dump trucks, compactor trucks and various equipment.

Responsible for cleaning, washing, preventative maintenance and servicing of equipment.

Reads and understands written job instructions and plans.

Writes reports by hand.

Uses good judgment to work safely and use equipment properly.

Maintains any vehicle logs/records, according to city, state and federal regulations.

Operates vehicle mounted radio equipment for contact with supervisor to receive work instructions.

Loads and unloads truck.

Inspects vehicle equipment and supplies such as tires, lights, brakes, gas, oil, and water.

Performs emergency roadside repairs such as changing tires, installing light beams and other minor vehicle repair.

Positions blocks and ties rope around items to secure cargo during transit.

Performs lawn and tree trimming/caring activities in parks and general maintenance of park facilities.

Maintains and installs irrigation systems in recreational areas.

### **SUPERVISORY RESPONSIBILITIES**

This job has no supervisory responsibilities.

## **QUALIFICATIONS**

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, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **EDUCATION and/or EXPERIENCE**

High school diploma or general education degree (GED); or one to three months related experience and/or training; preferred, but not required.

## **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organizations.

## **MATHEMATICAL SKILLS**

Ability to add and subtract two-digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.

## **REASONING ABILITY**

Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Must have or, be issued Texas Motor Vehicle License minimum Class B Commercial Driver's License within one year of employment. License must remain valid for term of employment. Failure to do so may result in termination.

## **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.

While performing the duties of this job, the employee is frequently required to stand; walk, sit use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl and talk or hear. The employee must frequently lift and/or move up to 50 pounds and occasionally lift, push, and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, color vision, peripheral vision, depth perception and ability to adjust focus.

## **WORK ENVIRONMENT**

The work environment characteristics described here are representative of those an employee encounters performing the essential functions of this job. Reasonable accommodations may be made to enable individuals' disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to moving mechanical parts. The employee is frequently exposed to outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions; fumes or airborne particles; toxic or caustic chemicals and vibration. The noise level in the work environment is usually moderate.

## **OTHER CONDITIONS**

With other qualifications being equal, job preference is given to persons residing within the corporate city limits of Monahans.

Successful applicants must reside within a proximity of Monahans which would allow a response to a civil emergency within a reasonable time, that time being 30 minutes.

Salary is commensurate with experience and qualifications. Minimum starting salary \$22.50/hour.

**As a condition of employment, any applicant selected for this position will be required to submit to testing to screen for illegal drug use and a medical and physical demand examination prior to employment. Employment will be contingent upon a positive physical and medical examination and a negative drug screen.**

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I hereby acknowledge receipt of a copy of this job description in relationship to my employment with the City of Monahans. I have reviewed this description and understand the requirements of my classification.

\_\_\_\_\_  
Name (Printed or Typed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date