**CITY OF CHILDRESS, TEXAS**

**Job Description**

JOB TITLE: HEAVY EQUIPMENT OPERATOR (NON SUPERVISORY)

DEPARTMENT: STREET

REPORTS TO: STREET SUPERVISOR & PUBLIC WORKS DIRECTOR

**FULL TIME**

$12.00 PER HOUR

Salary commensurate with experience.

Class A CDL Licensed individuals encouraged to apply.

**BENEFITS**

100% Employer paid Health Insurance

2:1 matching for retirement

Paid holidays, sick leave, and vacation

Family insurance offered

Vision/Dental Insurance offered

**SUMMARY:**

The City of Childress is seeking a skilled and responsible Heavy Equipment Operator. Heavy Equipment Operator duties may involve but not limited to: Preparing and manipulating heavy equipment to ensure the appropriate movement of materials; Coordinating maintenance, operation, and repairs of equipment; Coordinating with various Maintenance Staff, under Public Works supervision, to ensure projects are completed accurately; Other duties as assigned. All duties must be completed in a safe, diligent manner. Occasional overtime required.

**ESSENTIAL JOB FUNCTIONS:**

Follow safety policies and procedures

Prepare records, files, and reports on timekeeping, equipment, inventory, and accidents

Effectively and courteously communicate with the public and other employees

May perform work during inclement weather and emergency situations

Safely operate various hand tools, power tools, small to heavy equipment and city vehicles

Keeps accurate records for proper internal controls and accountability of materials.

Inspects equipment and performs preventive maintenance, routine servicing and minor repairs as needed; Other duties as assigned

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Experience operating heavy equipment; Ability to demonstrate regular, reliable and punctual attendance; Understanding of pertinent safety guidelines; Capacity to follow directions; Ability to complete the essential job functions while stooping, kneeling, crouching, reaching, and standing; Learn and apply various skills including safety skills; Exceptional manual dexterity and hand-eye coordination; Ability to lift up to 50 lbs. regularly; Ability to complete major activities in all types of weather, including extremely hot and extremely cold conditions.

**MINIMUM QUALIFICATIONS**

* High School Diploma or Equivalent
* Valid Driver’s License, Class A CDL Preferred
* Experience operating heavy equipment preferred

**CONDITIONS OF EMPLOYMENT**

* Must complete an Employment Application
* Must pass pre-employment background check.
* Must pass pre-employment drug test.

(Nothing in this job description restricts management’s right to assign or reassign duties and responsibilities to this job at any time. This description reflects management’s assignment of essential functions; it does not proscribe or restrict the tasks that may be assigned. This job description is subject to change at any time. This is an *at-will* position without a definite duration or term of office. The City of Childress is an Equal Opportunity Employer and committed to compliance with the Americans with Disabilities Act.)