

City of Pell City

1905 1st Avenue North
Pell City, AL 35125
205-338-2244

VACANCY NOTICE

Remain Posted Until Filled

POSITION TITLE: Full-Time Light Equipment Operator

ANTICIPATED START DATE: TBD

SYNOPSIS: This position entails operation of light and heavy construction equipment in support of street construction, upkeep, and maintenance; also includes general labor in support of the street department. Incumbent works under general supervision of the Street Supervisor, Street Forman and Street Superintendent.

QUALIFICATIONS:

- High School or GED.
- **Must be 18 years of age.**
- **Refer to job description**

ESSENTIAL JOB FUNCTIONS:

Refer to attached Job Description

OTHER DUTIES AND RESPONSIBILITIES:

Refer to attached Job Description

SALARY: Pay Range - \$26,041.60 - \$43,097.60 (without CDL)
Pay Range - \$26,832.00 - \$44,387.20 (with CDL)

APPLICATION DEADLINE/PROCEDURE:

1. Complete application files must be received at the City Hall. This position will remain open until filled.
2. A complete file consists of:
 - City of Pell City employment application
 - Current resume [Note: Resume should address how the applicant has fulfilled the qualifications, **required** and **preferred** (if applicable), listed on this job announcement]
3. **Applicant files that are not complete by the closing date will not be considered.**
4. The City of Pell City may extend the application deadline to ensure an adequate pool of qualified applicants.
5. Prior to a job offer being made, applicant may be required to submit employment verifications from current and prior employers.
6. **The first consideration in filling the vacancies will be given to the most qualified applicant in the city. If no acceptable applicant is found within the city service, the vacancy will be filled from outside the city service.**
7. Application forms are available from and should be returned to:

City of Pell City
Human Resources
1905 1st Avenue North
Pell City, AL 35125

Email: dchildre@cityofpellcity.net Fax: 205-338-2320

Individuals selected as finalists will be invited for an interview. Applicants must travel at their own expense. If you have a disability and may require accommodations, please notify us at 205-338-2244.

WEBSITE: www.Pell-City.com

The City of Pell City is an equal opportunity employer. It is the official policy of the City of Pell City that no person shall, on the grounds of race, color, handicap, gender, religion, creed, national origin, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. The City of Pell City will make reasonable accommodations for qualified disabled applicants or employees.

**JOB DESCRIPTION
CITY OF PELL CITY, ALABAMA
STREET & SHOP DEPARTMENT**

LIGHT EQUIPMENT OPERATOR

JOB DEFINITION

This position entails operation of light and heavy construction equipment in support of street construction, upkeep, and maintenance; also includes general labor in support of the street department. Incumbent works under general supervision of the Street Supervisor, Street Foreman and Street Superintendent.

ESSENTIAL FUNCTIONS

- Operate one or more pieces of department-related equipment in the performance of road/street construction and maintenance activities.
- Perform work under established procedures with frequent inspections during progress and final inspection of work completed.
- Perform routine labor as required; drive dump truck, sweeper, loader, and bush hog, zero turn mowers.
- Oversee inmate work crew and transport to and from work camp.
- Perform all other tasks/duties as assigned by street foreman, street supervisor, and street department superintendent.
- Must be able to lift a minimum of 50 pounds.

KNOWLEDGE, SKILLS, AND ABILITIES

- Extensive knowledge of city and department policies, procedures, and rules.
- Extensive knowledge of safety rules including accident causation and prevention.
- Considerable knowledge of all assigned equipment, guidelines, and city ordinances.
- Some technical knowledge of all assigned equipment as to facilitate supervision of equipment repair.
- Skill in writing to complete required forms and records.
- Skill in reading plans, manuals, directives, instructions, and procedures.
- Ability to read work orders and street signs.
- Ability to perform general maintenance on assigned equipment and trucks.
- Ability to operate light equipment safely.
- Ability to communicate with other workers.
- Ability to follow directions.
- Ability to communicate information to the city residents and higher supervision.
- Ability to train personnel in the proper and safe use of required tools and equipment.
- Ability to work well with the general public and other necessary contacts.
- Ability to communicate specific, and sometimes detailed, instructions to assigned personnel.
- Ability to coordinate assigned projects and duties with other supervisors and their personnel.

LIGHT EQUIPMENT OPERATOR (Page 2)

QUALIFICATIONS

- Must be a graduate from an accredited high school or hold a certificate of high school equivalency (GED).
- Must have a minimum of one (1) year of light equipment experience in operating a tractor with attachments, loader, bush hog, light to medium duty trucks and zero turn mowers.
- Must possess a valid Alabama driver's license, Class B CDL or obtain within (6) six months from date of hire and a driving record suitable for insurability.
- Must be willing to travel overnight to attend continuing education courses and workshops.
- Must be physically able to perform the essential functions of the position.
- Must be willing to work non-standard hours as required.