

Lower Milford Township
Lehigh County, Pennsylvania

POSITION: Equipment Operator/Maintenance
DEPARTMENT: Public Works
FLSA STATUS: Non-Exempt
REPORTS TO: Public Works Foreman or Township Administrator/Manager
DATE PREPARED: 10/1/2022

JOB SUMMARY

This position performs a variety of skilled and semi-skilled Public Works duties related to streets, along with building and vehicle/equipment maintenance requiring strenuous physical effort and occasional exposure to inclement working conditions.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Proficiently operate all vehicles and heavy equipment in a safe and productive manner. Heavy equipment includes, but not limited to, front end loaders, backhoe, roller, grader, sweepers and paving machine.
- Perform road maintenance and repair including, but not limited to, paving, patching and crack sealing.
- Installation and repair of street signs and guide rails.
- Installation, maintenance and repair of storm water systems including inlets and pipes.
- Remove trees, branches and debris from roadways.
- Assist in traffic control.
- Perform snow and ice control on roadways and Township property.
- Perform duties of mowing program as required.
- Perform equipment and vehicle repair and maintenance as required for in-house program.
- Perform cleaning and washing of vehicles, equipment and Public Works Department areas.
- Perform building and ground maintenance of all Township property including but not limited to, painting, light carpentry, lifting and moving heavy objects.
- Perform a variety of manual tasks including but not limited to, heavy manual labor for prolonged periods, often under adverse climatic conditions.
- Adhere to all policies and work rules including but not limited to, Safety Manual, Employee Handbook.
- Perform all other duties assigned by the Public Works Foreman and Township Administrator/Manager.

DESIRED MINIMUM QUALIFICATIONS

Education and Experience

- Education equivalent to completion of High School.
- Minimum of two years' experience operating heavy equipment and trucks.

Knowledge, Skills and Abilities

- Knowledge of and experience in using a variety of hand and power tools including, but not limited to: mowers, saws, trimmers, etc.
- Ability to understand and follow oral and written instructions.
- Ability to work independently without constant supervision.

- Ability to perform a variety of manual tasks.
- Ability to learn the operation of special road maintenance equipment including but not limited to power washer, steam cleaner, crack seal machine, tamper.
- Ability to work in excess of eight (8) hours per day.
- Ability to operate vehicles and equipment in a safe manner.
- Ability to walk, lift and bend while carrying heavy objects of 80 pounds.
- Ability to learn and perform new tasks and show initiative to perform these tasks without direct supervision.

LICENSING AND CERTIFICATION

- CDL – Class A or B with tanker endorsement and air brake.
- Flagger and Work Zone certification (or ability to obtain within six months of hire).
- Roads Scholar I certification through the Pennsylvania Department of Transportation (or ability to obtain Roads Scholar I certification within 4 years of being hired).

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 regularly required to: stand, walk, sit, use hands to finger, handle or feel, reach with hands and arms, climb and balance, stoop, kneel, bend, crouch or crawl, talk, see and hear. Heavy lifting/pushing of 80 pounds or more is required. Special physical effort may be required when performing routine and emergency maintenance. Driving for extended periods of time under a variety of weather conditions is required.

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 can be provided to qualified individuals with disabilities.

While performing the duties of this job, the employee is exposed to traffic, heights, outside weather conditions, extremes in hot and cold temperatures, vibrations, moving mechanical parts, sharp blades, instruments and other sharp objects, fumes, gases or airborne particles, strong odors, blood borne pathogens or other diseases, toxic or caustic chemicals, risk of electrical shock, burns and explosion. The noise level in the work environment is loud.

The employee may be exposed to mental stress due to public service.

External and internal applicants, as well as position incumbents who become disabled as defined under the Americans With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.