

<b>Job Class Code: 4180</b>	<b>FLSA Status: Non-exempt</b>
<b>Pay Basis: Hourly</b>	<b>EEO Category: 7</b>

**GENERAL DESCRIPTION OF CLASS**

The purpose of the class is to operate motor equipment in support of routine and/or difficult City maintenance operations and to assist or lead other workers. The class is responsible for operating light, medium, and heavy motor equipment, minor equipment maintenance, assisting and supporting City facility and area maintenance, and minor administrative tasks. The class works within a general outline of work to be performed; develops work methods and sequences under general supervision.

<b>TYPICAL TASKS</b>	
<ul style="list-style-type: none"> <li>Operates motor equipment to transport materials, tools, equipment, and personnel to job sites and to remove debris or other materials from job sites.</li> <li>Operates specialized motor equipment to support City operations such as street paving, cave in repair, snow removal, street sanding, pipe washing, and other specialized operations.</li> <li>Operates hand and power tools and equipment to support maintenance operations such as weed cutting, debris removal, grass cutting, digging or filling, and other maintenance tasks.</li> <li>Performs operational tests and inspections of facility systems and components.</li> <li>Inspects motor equipment and performs minor maintenance; reports malfunctions to supervisor.</li> <li>Assists with traffic control and provides information to public if required.</li> <li>Performs administrative tasks such as completing job-related logs and forms, interpreting schedules, answering phones, or providing information.</li> <li>Performs other related duties as assigned.</li> </ul>	

<b>GENERAL STANDARDS</b>	
<b>Data Involvement</b>	Copies, transcribes, enters, or posts data or information.
<b>Interpersonal/People Involvement</b>	Speaks or signals to people to convey or exchange information.
<b>Reasoning Requirements</b>	Performs semi-skilled work involving set procedures but solves frequent problems.
<b>Mathematical Requirements</b>	Performs addition and subtraction, multiplication and division.
<b>Language Requirements</b>	Reads basic sentences, instructions, or work orders; writes basic sentences and completes uncomplicated job forms; speaks sentences using basic grammar.
<b>Mental Requirements</b>	Performs manual tasks prescribed by standard practices but which may require computation, the use of several procedures, and the use of independent judgment with obvious choices; requires normal attention for accurate results.
<b>Decisions/Supervisory Control</b>	Guides others, making frequent decisions, affecting the individual, coworkers, and others that depend on the service or product.

<b>EDUCATION, EXPERIENCE AND SPECIAL REQUIREMENTS</b>	
<b>Vocational/Educational Requirement</b>	Requires completion of 10 <sup>th</sup> grade in high school. High school diploma, GED OR specialized vocational training is preferred.
<b>Experience</b>	In addition to satisfying the vocational/education standards, this class requires a minimum of six months of related, full-time equivalent experience.
<b>Special Certifications and Licenses</b>	Requires a valid driver's license and a driving record that is in compliance with City Driving Standards. A Commercial Driver's License (CDL) is required. Specialized certifications may be required based on department assigned.
<b>Special Requirements</b>	Performance of essential functions may require exposure to confined spaces. Employees may be expected to work hours in excess of their normally scheduled hours

in response to short-term department needs and/or City-wide emergencies. Emergency operations support work and work locations may be outside of normal job duties.

**AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS**

The City of Chesapeake is an Equal Opportunity Employer. ADA requires the City to provide reasonable accommodations to qualified individuals with disabilities. Prospective and current employees are invited to discuss accommodations.

*This is a class specification and not an individual position description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.*

Revised 04/07/2020