

VILLAGE OF ALLOUEZ

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Department of Public Works

Date: June 7th, 2021

AUTHORIZATION TO FILL OPEN STREET DEPARTMENT SPECIAL EQUIPMENT OPERATOR POSITION

Background Information:

Rick Collins, Special Equipment Operator in the Street Department, has recently accepted the open full time Park Maintenance Position in the Parks Department. His first day on the job was June 1st.

The Street Department is staffed with ten full time employees. The staffing consists of a foreman, 1- Heavy Equipment Operator, 1-Special Equipment Operator/Mechanic, and 7-Special Equipment Operators. In addition, to assist with the work load in the summer, the Department typically hires two seasonal employees.

See the attached job description for the job duties & responsibilities normal for this position.

Budget/Funding:

The wage range for the Special Equipment Operator position in 2021 is \$22.00 to \$29.90 per hour (\$45,760 to \$62,192).

Staff Request:

Staff is requesting authorization to advertise and hire for the open Street Dept. Special Equipment Operator position.



VILLAGE OF ALLOUEZ
POSITION DESCRIPTION

POSITION TITLE: Special Equipment Operator **APPROVED:** May 19, 2015

REPORTS TO: Street Foreman

FLSA: Non-exempt

JOB PURPOSE: The Special Equipment Operator is responsible for Street Department operation duties including garbage and recycling, refuse and brush collection, maintenance of sanitary and storm sewer, snow plowing, street patching and other Street Department duties.

DUTIES & RESPONSIBILITIES: *The following duties are representative of the work required for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.*

- Operate equipment for the collection and hauling of garbage, recycling, bulk waste, leaf and brush.
- Operate equipment for the televising, cleaning and maintenance of sanitary and storm sewer.
- Operate equipment for road and sidewalk salting, snow plowing, and snow removal.
- Maintain and repair streets including street sweeping, street patching, marking and street signage.
- Respond to emergency call-ins for snow plowing and other operations.
- Perform daily inspections and basic maintenance of equipment.

QUALIFICATIONS AND SKILLS:

- A high school diploma or equivalent required.
- Experience in operating large trucks/equipment used for municipal operations or related experience preferred.
- A valid State of Wisconsin commercial driver's license is required, or the ability to obtain within six months.
- Must reside within the immediate geographic area to be able to respond to emergency call-ins within a reasonable time period.

PHYSICAL REQUIREMENTS:

Ability to perform the following:

- Frequent lifting and carrying up to 50 pounds.
- Occasionally lifting and carrying up to 100 pounds with assistance.
- Ability to work in varied environmental conditions.

KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of equipment operation including dump and plow trucks, loaders and other equipment is required. Operating experience with this type of equipment is a plus. The ability to work cooperatively with others is required. A combination of qualifications, knowledge, and abilities that yield the necessary qualities to perform the required job duties may be acceptable.

SUPERVISION/DECISION MAKING: This position does not supervise others. Receives general supervision and works with a team or alone on routine work from standard practices and procedures.

INTERACTION: Frequent contact with co-workers, immediate supervisor and residents. Contacts involve routine matters where information is furnished or obtained.