



# CITY OF PAWTUCKET

CITY HALL  
137 ROOSEVELT AVENUE  
PAWTUCKET, RHODE ISLAND 02860

## DIVISION OF PERSONNEL

**DONALD R. GREBIEN**  
MAYOR

**DON ZIMMERMAN**  
DIRECTOR OF HUMAN RESOURCES

### INTERNAL/EXTERNAL JOB POSTING

#### NOTICE

The City of Pawtucket is posting the following vacancy in Local 1012 AFSCME:

|   | DEPT.        | DIVISION               | JOB TITLE            | PAYGRADE SALARY RANGE   |
|---|--------------|------------------------|----------------------|-------------------------|
| 1 | Public Works | Streets & Bridges (34) | Equipment Operator I | R12 - \$619.13-\$639.10 |

**Scheduled Hours: Monday –Friday 7:00 AM – 3:30 PM**

#### Minimum Requirements upon application:

- Must provide a copy of High School Diploma or GED, or one to three months related experience and/or training; or equivalent combination of education and experience;
- Experience operating trucks and automotive equipment with complex operating requirements;
- a valid Commercial Drivers' License, and
- Must be able to lift and/or move 75 lbs.

Job Specifications are posted in the Personnel Division for your review. **Candidates must meet minimum qualifications as stated in job description.**

**Application Period for Internal Applicants: November 8, 2017- November 17, 2017**  
**Application Period for External Applicants: November 8, 2017 – Until Filled**

**External Applicants:** Please go to the job posting on our website at [www.pawtucketri.com](http://www.pawtucketri.com) under employment opportunities and review the job description. Please fill out a City of Pawtucket Employment Application and send the application, along with a copy of your CDL and high school diploma to: [Claird@pawtucketri.com](mailto:Claird@pawtucketri.com)

*The City of Pawtucket is an Equal Opportunity Employer and fully complies with the Americans with Disabilities Act.*

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## CITY OF PAWTUCKET Job Description

**Job Title:** Equipment Operator I  
**Department:** Public Works  
**Reports To:** Immediate Supervisor  
**Pay Grade:** R 12  
**Prepared By:** ASG/sr  
**Prepared Date:** July 2000  
**Approved By:** JEC  
**Approved Date:** 8/9/01

### **SUMMARY**

Performs skilled work in the operation of trucks, light tractors, and other moderately complex automotive equipment.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Include the following. Other duties may be assigned.

- Driving truck
- Picking up and delivering materials and supplies
- Supervising a small labor crew engaged in street cleaning, collection of refuse from containers and removal of dead animals from right of way
- Operating a truck on road construction, maintenance and street repair work such as hauling coal patch, hot asphalt, gravel, rocks and abrasives
- Driving snow plows
- Spreading abrasives
- Preparing routine reports
- Maintaining equipment operation
- Assists in manual labor projects
- Performing related work as required

### **SUPERVISORY RESPONSIBILITIES**

Employees of this class are required to supervise a small crew performing unskilled labor

## **QUALIFICATIONS**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## **EDUCATION and/or EXPERIENCE**

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.  
Experience operating trucks and automotive equipment with complex operating requirements.

## **LANGUAGE SKILLS**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

## **MATHEMATICAL SKILLS**

Ability to add and subtract two digit numbers and to multiply and divide with 10's and 100's. Ability to perform these operations using units of American money and weight measurement, volume, and distance.

## **REASONING ABILITY**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

## **CERTIFICATES, LICENSES, REGISTRATIONS**

Commercial Driver's License (CDL)

## **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 frequently required to walk; sit; use hands to finger, handle, or feel; reach with hands and arms; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear. The employee is occasionally required to stand. The employee must frequently lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

## **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 may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to outside weather conditions. The employee is occasionally exposed to moving mechanical parts. The noise level in the work environment is usually moderate.