



Employment Opportunity

425 Tenth Street, Douglas, AZ 85607
(520) 417-7326 Fax (520) 417-7155

AN AFFIRMATIVE ACTION AND EQUAL OPPORTUNITY EMPLOYER

THE CITY OF DOUGLAS DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE, VETERAN STATUS, GENETICS OR DISABILITY IN EMPLOYMENT OR THE PROVISION OF SERVICES.

ANNOUNCEMENT #: 21-23
ISSUE DATE: June 2, 2023
CLOSING DATE: Open until filled
TITLE: **Equipment Operator III (PW Streets)**
SALARY: 17 / \$33,646.08 - \$49,709.92

JOB SUMMARY: This is a variety of semi-skilled and skilled maintenance and construction work of considerable difficulty and of a generalist nature involving city streets and related Public Works areas and facilities. This position includes the skilled operation of a backhoe. Work is performed under the supervision of a crew leader or division supervisor, but is frequently performed with some independence. This position is distinct from all other positions in that more than half the time is spent in the operation of heavy equipment and/or equipment requiring considerable technical and manipulative skill.

MINIMUM QUALIFICATIONS: High School Diploma or G.E.D.; Two years experience performing duties comparable to those of a Maintenance Technician I within the City of Douglas or one year experience as Equipment Operator II or considerable experience in operation of heavy equipment, facilities maintenance and basic construction trades including electrical and plumbing work equivalent to five years. Appropriate post high school training or education may substitute for work experience. Must obtain IMSA Signs and Marking Certification Level I within one year and Level II within two years. Arizona Commercial Driver's License Class B with appropriate endorsements.

SPECIAL REQUIREMENTS: Residency within sixty miles of the corporate limits of the City of Douglas, within the United States, required within a reasonable time after hire date.

HOW TO APPLY: Submit a City of Douglas application form to: City of Douglas Human Resources Department, 425 10th Street, Douglas, AZ 85607; fax (520) 417-7155 or email nadia.rodriquez@douglasaz.gov. Applications must be received by 5:00 p.m. on the closing date specified on this announcement.

EVALUATION METHOD: The Human Resources Manager will initially screen Applications for minimum qualifications according to training and experience as provided on employment application. Those applicants meeting the minimum qualifications will be invited to participate in an evaluation process.

C:ads/21-23

CITY OF DOUGLAS

10/2020

Job Title: Equipment Operator III

Reports To: Streets Supervisor

Department: Public Works

FLSA: NE

OCCUPATIONAL CODE: SC

RANGE:17

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ESSENTIAL FUNCTIONS:

(May not include all of the duties, nor do the listed examples include all tasks that may be found in positions of this class.)

1. Constructs and installs curbs, gutters, culverts or related special projects.
2. Performs general building construction duties.
3. Takes field samples for appropriate agencies to ensure non-contamination of soil.
4. Lays out, paints, and maintains street and crosswalk striping according to appropriate codes, rules and regulations.
5. Participates in the maintenance and installation of traffic control systems according to appropriate codes, rules and regulations.
6. Assists in maintaining, compiling and updating operations logs and reports.
7. Performs and records mathematical calculations related to operational activities.
8. Participates in cutting and removing concrete, setting forms, pouring and finishing concrete involved in the repair or installation of sidewalks, curbs and gutters according to governing rules and regulations (i.e., ADOT & PAG Standards); may occasionally layout and plan work.
9. Performs rough and finished carpentry work such as construction of forms.
10. May occasionally perform welding and fabrication as required.
11. Operates equipment requiring greater technical skill such as heavy motor grader and asphalt lay-down machine in building, shaping, and maintaining road surfaces and alleys; follows designated grade.
12. Operates heavy equipment such as loader, cold asphalt milling machine, tandem truck tractor, or similar equipment.
13. Operates medium to light equipment as required.
14. Loads, unloads, and delivers road maintenance and construction materials and equipment.
15. Inspects equipment prior to, during, and after operation.
16. Assists in resurfacing, oiling and patching roads and grading and shaping roads.
17. Cleans and occasionally performs light maintenance on equipment; makes minor mechanical adjustments and repairs to equipment.
18. May supervise temporary labor crews or inmate crews on projects.
19. Responds to urgent situations on-call as required.
20. Works in a safe manner and reports unsafe activity and conditions. Follows City-wide safety policy and practices and adheres to responsibilities concerning safety prevention, reporting and

monitoring as outlined in the City's Safety Handbook.

21. Maintains the integrity, professionalism, values, and goals of the City by assuring that all policies, rules and regulations are followed and that accountability and public trust are preserved.
22. Supports the relationship between the City and the constituent population by demonstrating courteous and cooperative behavior when interacting with residents, visitors and City staff; enthusiastically promotes the City's goals and priorities in compliance with all policies and procedures.
23. Maintains regular and reliable attendance.
24. May perform other related duties as may be assigned from time to time.

(The duties listed above are intended only as illustrations of the various types of work performed. The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)

EVALUATION FACTORS:

Desirable Skills, Knowledge, and Abilities

- ☐ Knowledge of appropriate construction standards sufficient to conform to ASTM ADOT Standards, and PAG and MAG Standards.
- ☐ Knowledge of appropriate concrete standards to include type, strength, air and training, and use of retarders and activators.
- ☐ Knowledge of appropriate traffic standards (MUTCD et al.) which include ADA compliance standards for street striping and markings.
- ☐ Knowledge of Blue Stake procedures sufficient to conform to regulations.
- ☐ Knowledge of APS Codes.
- ☐ Knowledge of tools, materials, equipment, techniques, and procedures used in general street and facilities maintenance and traffic safety work.
- ☐ Knowledge of the functions, hazards, operating methods and care of a variety of primarily heavy public works equipment used on jobs such as excavating, working to grade, rolling, transporting, road maintenance, paving and related work.
- ☐ Knowledge of OSHA compliance and regulations as they pertain to the functions of this position.
- ☐ Ability to perform work and operate hand tools, mechanical equipment, power tools and light to heavy equipment efficiently and safely.
- ☐ Ability to read blue prints and electrical codes.
- ☐ Ability to learn and follow the codes, rules and regulations governing street and traffic control maintenance and construction.
- ☐ Ability to layout and perform moderately and occasionally considerably difficult construction work.
- ☐ Ability to layout and perform moderately difficult electrical and plumbing work.
- ☐ Ability to mix, pour and finish concrete.
- ☐ Ability to perform a wide variety of semiskilled and skilled tasks in the construction, maintenance, and repair of streets and Facilities.
- ☐ Ability to obtain appropriate certification in areas necessary to assignment, i.e., welding, electrical, traffic control, etc.
- ☐ Ability to communicate effectively, understand and follow written or oral instructions, and keep simple records in English.
- ☐ Ability to perform a variety of heavy manual labor for extended periods of time under

unfavorable climatic conditions.

- ❑ Ability to establish and maintain effective working relationships with associate personnel and the general public.
- ❑ Ability to work with and supervise inmates.

Responsibility: Minimal supervision received. May act as lead worker on special projects. Decision-making governed by procedure and objectives. Continually responsible for safe operation of equipment and proper work methods that are directly related to safety of worker, fellow workers, and general public. Continually care for and occasionally maintain related equipment.

Effort: Duties involve manipulative skill and manual labor requiring moderate to considerable physical and mental effort and concentration at an intermittent pace. Duties also include strenuous physical labor . Lifts objects weighing up to 60lbs.

WORKING CONDITIONS:

Work is performed primarily outside with frequent exposure to weather extremes in dusty and noisy environment. Frequent exposure to traffic, fumes, chemicals and solvents, electrical currents, and underground utilities such as electrical, gas, telephone, cable, water mains, sewers. May work alone.

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