



CITY OF OMAHA CLASS SPECIFICATION

CLASSIFICATION TITLE: AUTOMOTIVE EQUIPMENT OPERATOR I

BARGAINING UNIT: [CIV BARGAINING](#)

CODE NUMBER: 6310

PAY RANGE CODE: [07105](#)

REVISION DATE: 1/25/18

NATURE OF WORK:

This work involves the safe and efficient operation of light single axle trucks, farm-type tractors and related automotive and construction equipment. In addition to equipment operation, incumbents are required to perform manual labor. Job assignments are given in detail or follow established routines and are reviewed by an assigned supervisor. Assignments will include lead worker duties.

ESSENTIAL FUNCTIONS: *(Any one position may not perform all the duties listed, nor do the listed examples include all the duties that may be performed in positions allocated to this class.)*

Operates various types of single-axle trucks and related equipment.

Inspects fluid levels, cleans, and performs minor repairs and preventive maintenance on equipment operated.

Completes and submits reports of work completed.

Removes snow, spreads salt, sand, and anti-icing material and may also be required to install tire chains and snow plow blades on trucks.

Maintains regular job attendance in accordance with a schedule established for the position by the supervisor.

Performs other related duties as assigned or as the situation dictates within the scope of this classification.

The following essential functions are specific to the designated division:

Street Maintenance:

Identifies cavities under streets, drills holes into the concrete, and fills the cavities with the appropriate mixtures.

Patches chuckholes with asphalt, smooths surfaces, and removes excess asphalt.

Cleans street cracks and pours crack sealing compound into the cracks.

Repairs utility cuts in streets.

Breaks up and removes concrete pieces and rakes and strikes off new concrete.

Assists in setting grades for concrete forms, installing and removing forms, and backfilling with dirt.

Cleans street and sewer inlets.

Removes downed trees, limbs, and debris from streets and abandoned private properties.

Flags and controls traffic in construction areas.

Delivers necessary materials and equipment and hauls debris to and from job sites.

Installs and repair snow fence and guard rail.

Prepares and paints equipment (sand blasts, paint parking lot lines).

Removes brush and weeds from right-of-ways and islands.

Park Maintenance and Forestry Divisions:

Mows, trims, reseeds, landscapes, and cleans public parks, right-of-ways, and park facilities.

Waters grounds using automatic sprinklers and hand watering equipment and repairs sprinkler heads.

Applies chemicals and spreads fertilizer.

Lays sod and prunes tree branches.

Removes downed trees, limbs, and debris from parks and abandoned private properties.

Paints and repairs park recreational equipment.

Delivers necessary materials and equipment and hauls debris to and from job sites.

Impound Lot:

Checks in impounded vehicles and records vehicle identification numbers, license plate numbers, the condition of the vehicles, and items of property contained in the vehicles.

Records mileage, collects and tags keys, and removes trash and license plates from vehicles.

Moves vehicles around the impound lot and to the sale lot for auctions.

Visually inspects the lot during each shift for vandalism and other intrusions.

Communicates claiming and auction information to the general public.

Releases automobiles to their owners after fees have been accepted and ownership has been established.

Maintains the impound lot surface, filling in holes with rock grindings.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of minor maintenance needed to repair and maintain assigned equipment.

Knowledge of traffic laws and regulations governing equipment operation.

Ability to operate various types of single axle trucks, related construction equipment, and basic hand tools in the performance of assigned duties.

Ability to adhere to safety policies, procedures, and guidelines.

Ability to compile reports of work completed.

Ability to learn the geography of the city.

Ability to understand oral and written instructions.

Ability to establish and maintain effective working relationships with fellow employees and members of the general public.

EDUCATION AND EXPERIENCE: *(The knowledge, skills, and abilities above may be acquired through, but are not limited to, the following combination of education and/or experience.)*

High school graduation or its equivalent preferred

AND

One (1) year of experience in the operation and routine maintenance of trucks or construction equipment of the type assigned to this classification.

Any person at the time of application that possesses at least six months of experience in the operation and routine maintenance of trucks or construction equipment may test to be hired at the 'T' pay step of this classification.

SPECIAL QUALIFICATIONS

Must possess and maintain a valid Class "B" commercial driver's license with "N" endorsement and air brake certification or a learner's permit for such a license at the time of application.

If a new applicant does not possess the Class “B” license, with “N” endorsement and air brake certification at time of application, but does possess a valid driver’s license, then such applicant will be hired at the “T” pay step for up to six months in order to obtain the Class “B” commercial license with “N” endorsement and air brake certification, and the required experience and training. Upon successful obtaining the Class “B” license, with “N” endorsement and air brake certification and passing all required training therein, then the employee will be placed at Step “A” of this classification’s pay scale. The employee will have two opportunities during the six months of employment to pass the necessary license, endorsement, and certification mentioned above. If the employee is not able to pass the test for this license, endorsement and/or certification then the employee will be terminated.

Must possess a 3rd Grade Hoisting and Portable Engineer's Certificate (or higher), a forklift operator’s permit, and/or a flagger certification by the end of the probationary period.

WORKING CONDITIONS: *(The conditions herein are representative of those that must be met by the employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.)*

Work is performed primarily outdoors in all weather conditions with temperatures ranging from below zero to above 100 degrees. Work involves exposure to motor vehicle and chemical fumes and odors as well as pollen and other airborne allergens. Work is performed near or with vibrating machinery and moving mechanical parts. Noise levels may require shouting in order to be heard. Conditions may also necessitate working in and around high traffic areas.

EQUIPMENT OPERATION: *(Any one position may not use all of the tools and equipment listed nor do the listed examples comprise all of the tools and equipment that may be used in positions allocated to this classification.)*

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| Mower | Power and Chain Saw |
| String Trimmer | Forklift |
| Tow Truck | Jackhammer |
| Air Compressor | Pneumatic Compaction Equipment |
| Pneumatic Air Pump | Star Drill |
| Single Drum Vibrating Roller | Double Drum Vibrating Roller |
| Plate Compactor | Sandblaster |
| Air or Electrically Actuated Hand Tools | Hand Tools |
| Chemical Sprayer | Single Axle Dump Truck |
| Single Axle Trucks with Attachments | Tandem Axle Dump Truck |
| Tandem Axle Truck with Attachments (No Trailers) | |

Previous Revision Date(s): 10/29/92
5/30/96
11/21/02
10/09/08

**AUTOMOTIVE EQUIPMENT OPERATOR I-STREET MAINTENANCE DIVISION
PHYSICAL REQUIREMENTS**

Physical Requirements	EXAMPLES OF RELATED JOB DUTIES	Rarely 1-5%	Occasionally 6-33%	Frequently 34-66%	Continuously 67-100%
Standing	Static standing performed on the occasions when flagging and controlling traffic.		X		
Walking	Function is demonstrated when performing moving to/from work areas. When removing downed trees, limbs, and debris. When moving from one work area to another; patching pot holes and cleaning street cracks. Individuals will be exposed to various weather and terrain.			X	
Sitting	Function demonstrated when driving from one job site to another.	X			
Lifting	Function demonstrated when performing various tasks including: Lifting Tree Limbs – weight will vary; Shovel full of concrete 15-25 lb; Shovel full of Asphalt 15-20 lb; Concrete pieces 50 lb;		X		
Carrying	Shovel full of concrete 15-25 lb; Shovel full of Asphalt 15-20 lb; Concrete pieces 50 lb;		X		
Pushing/Pulling	Function demonstrated when dragging/moving tree limbs.		X		
Climbing	Function demonstrated when entering into various vehicles. Climbing also demonstrated on those occasions when having to climb ladders.		X		
Balance	Function demonstrated when working on uneven terrain; variety of weather and when working around machinery.				X
Stooping	Function demonstrated when picking up debris, concrete, tree limbs, and other items from the ground. Demonstrated to access pins on the blades. It is up to the individual whether to stoop, kneel, bend, or squat.		X		
Kneeling	Function demonstrated when picking up debris, concrete, tree limbs, and other items from the ground. Demonstrated to access pins on the blades. It is up to the individual whether to stoop, kneel, bend or squat.		X		
Crouching	Function demonstrated when picking up debris, concrete, tree limbs and other items from the ground. Demonstrated to access pins on the blades. It is up to the individual whether to stoop, kneel, bend or squat.		X		
Reaching	Function demonstrated when performing various and numerous tasks. Forward reaching demonstrated to access items and materials from the back of the truck. When using shovels forward reaching is performed.			X	
Hand Usage	Grasping and handling is demonstrated when using numerous tools and equipment including shovels, jack hammer, sledge hammer, chain saw, trimmer etc. Pinching is demonstrated when performing various tasks including but not limited too; placing and removing the pin for truck blades etc.			X	
Crawling	Function is demonstrated on those occasions accessing tree limbs and debris.	X			

**AUTOMOTIVE EQUIPMENT OPERATOR I-PARKS MAINTENANCE AND
FORESTRY DIVISIONS
PHYSICAL REQUIREMENTS**

Physical Requirements	EXAMPLES OF RELATED JOB DUTIES	Rarely 1-5%	Occasionally 6-33%	Frequently 34-66%	Continuously 67-100%
Standing	Static standing performed on the occasions when hand watering, applying chemicals, painting.		X		
Walking	Function is demonstrated when performing moving to/from work areas. When removing downed trees, limbs, and debris. When moving from one work area to another; mowing; trimming; seeding etc. Individuals will be exposed to various weather and terrain.			X	
Sitting	Function demonstrated when driving from one job site to another. Operating mowers and additional sit down equipment.		X		
Lifting	Function demonstrated when performing various tasks including: Lifting Tree Limbs—weight will vary; Bags of fertilizer; Bags of sand- weights up to 50 lb; Buckets of paint.		X		
Carrying	Bags of fertilizer; Bags of sand-weights up to 50 lb; Buckets of paint; Sod.		X		
Pushing/Pulling	Function demonstrated when dragging/moving tree limbs, mowers, fertilizer equipment.		X		
Climbing	Function demonstrated when entering into various vehicles. Climbing also demonstrated on those occasions when having to climb ladders.		X		
Balance	Function demonstrated when working on uneven terrain, in a variety of weather, and when working around machinery.				X
Stooping	Function demonstrated when picking up tree limbs, and other items from the ground. Demonstrated to access pins on the blades. It is up to the individual whether to stoop, kneel, bend, or squat.		X		
Kneeling	Function demonstrated when picking up debris, concrete, tree limbs, and other items from the ground. Demonstrated to access pins on the blades. It is up to the individual whether to stoop, kneel, bend or squat.		X		
Crouching	Function demonstrated when picking up debris, concrete, tree limbs, and other items from the ground. Demonstrated to access pins on the blades. It is up to the individual whether to stoop, kneel, bend, or squat.		X		
Reaching	Function demonstrated when performing various and numerous tasks. Forward reaching demonstrated to access items and materials from the back of the truck. When using shovels forward reaching is performed.			X	
Hand Usage	Grasping and handling is demonstrated when using numerous tools and equipment including shovels, jack hammer, sledge hammer, chain saw, trimmer etc. Pinching is demonstrated when performing various tasks including but not limited to: placing and removing the pin for truck blades, etc.			X	
Crawling	Function is demonstrated on those occasions accessing tree limbs and debris.	X			