



City of Winooski

Vermont's Opportunity City

27 West Allen Street
Winooski, Vermont 05404
802 655 6410
winooski.vt.gov

Job Description – Equipment Operator Maintenance Technician II

Human Resources Department

Winooski is proud to be an Equal Opportunity Employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. The city encourages persons with non-traditional skill sets and experiences to apply, even if candidates believe they do not meet 100% of the qualifications and hiring criteria described. All employment decisions are made without regard to race, color, religion or belief, national, social or ethnic origin, sex, age, physical, mental or sensory disability, sexual orientation, gender identity and/or expression, marital status or any other status protected by the laws and regulations within our municipality.

Description: The Public Works Equipment Operator Maintenance Technician II is responsible for a wide range of general labor work associated with maintaining City streets, water, sewer, and storm water systems, sidewalks, parking garage, buildings and grounds, and all other duties as assigned. The Equipment Operator Maintenance Technician II will be operating all vehicles including but not limited to dump trucks with air brakes, plows with wings, Vactor, loader, backhoe, skid-steer, street sweeper, sidewalk plow, truck with trailer and other equipment involving plowing, salting and sanding in winter, and general highway maintenance and construction work in other seasons, and all special projects as assigned.

How to Apply: Submit a City of Winooski employment application via winooski.vt.gov/jobs.

Position Information

- Pay rate: \$21.11-22.85/hour
- Funding Source: General Fund 100%
- Non-Classified, Full-Time, Non-Exempt, Union
- 40 hours per week
- Required to respond to call-ins as outlined in the AFSCME Contract.
- Reports to: Deputy Director of Public Works
- Direct Reports: None
- Employment reference, background check, Department of Motor Vehicles check and pre-employment physical required
- This position is a member of the American Federation of State County and Municipal Employees Union (AFSCME). Pay is consistent with the AFSCME Contract EO II pay grade. This position is regular, full-time, hourly, non-exempt 40 hours per week. Schedule for this position is typically Monday through Friday 6am to 2pm. However, the EO II is expected to work evenings, weekends, and holidays during call-in situations; during snow storms, snow removal and other situations when called on to do so.

Minimum Job Skills, Knowledge, Skills, and Aptitudes, and Qualifications

- 2 years of public works or related experience. Including experience operating power tools, operating highway equipment, traffic control, plowing with a pick up, sidewalk sweeper, skid steer, zero turn mower or experience with storm water systems required.
- Valid Commercial Driver's License Class B with tanker endorsement
- Ability to achieve Certificate of completion of Local Roads training and Certificate of completion of OSHA 10 Hour training with in first year of hire.
- Possess good technical knowledge and skills related to the operation of a variety of highway maintenance, repair and construction equipment.

- Possess a working knowledge of the methods, techniques, materials and equipment involved in maintenance, repair and construction of roads, infrastructure, and snow and ice removal
- Ability to succeed in the following trainings within 12 months or promotion: Equipment specific training such as wing plow, loader, dump truck, vactor, street sweeper and pumper truck. On call Certification provided by Winooski Public Works Department
- Ability to develop a functional knowledge of the CWD transmission system that serves the City's water distribution system.
- Self-motivated and has the proven ability to accomplish goals and work individually or in a team environment

Major Responsibilities¹

% of Effort ²	Responsibility ³
50%	Operates trucks with air brakes and in excess of four tons and other equipment of moderate complexity for DPW projects. Operates all vehicles including but not limited to dump trucks, plows with wings, Vactor, loader, backhoe, skidsteer, street sweeper, sidewalk plow, truck with trailer.
10%	Maintain City roads, sidewalks and parking lots/garage in winter: plow; remove snow with trucks and plow equipment; salt and sand. Perform a full range of basic road/sidewalk maintenance construction work, including but not limited to asphalt and concrete work, sewer line cleaning, catch basin repair and maintenance, excavation for infrastructure repair, street markings, sign installation, etc.
10%	Perform a variety of general manual labor work, including shoveling walks, paving, mowing and brush cutting, painting and general building maintenance and repairs, infrastructure repair and maintenance, collection and disposal of refuse, and the like.
5%	Perform equipment maintenance. For example, maintaining and repairing a variety of equipment and vehicles used by the DPW (perform regular inspections and maintenance; troubleshoot problems; plan and perform necessary repairs and/or recommend outside assistance as needed; mount and remove snow plow equipment, sanders, tires, etc.) Performs duties in accordance with established procedures and techniques, requiring independent judgment and equipment operation.
5%	Ensures time and work is accounted for on written work orders as appropriate.
5%	Conducts general maintenance and works in conjunction with other DPW workers as required or necessary.
5%	Assists in emergency highway and infrastructure repairs as required.
5%	Makes frequent contact with supervisor and general public. Supports coordination of activities between all DPW staff and other departments and performs other necessary tasks or functions as is necessary to accomplish City and Department goals and objectives.

5%	Ongoing participation and completion of continuing education courses related to DPW functions. Successful completion of all required safety and training courses and annual refresher courses as directed by the City.
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Minor Responsibilities (5%)

- Maintains high level of knowledge related to department operations by attending trainings, meetings, and reading job-related materials.
- Minor Administrative tasks such as time sheets are completed in a timely and accurate manner.
- Participate in the continuous improvement of the City of Winooski by identifying concerns, and offering solutions.
- Provide a high level of customer service to both internal and external customers.
- Support the City's commitment to equity and cultural competency.
- Encourage and participate in professional development and training activities.
- Demonstrate commitment to the City Team buy learning about other departments and working collaboratively in cross functional areas.
- Work in alignment with the City's Strategic Vision Plan, and maintain an active role in the team effort required to achieve those goals.

¹ Major Responsibilities are the essential functions that the individual who holds the Position must be able to perform unaided or with the assistance of reasonable accommodation.

² Approximate amount of total effort, listed from largest to smallest.

³ State the condition that appears when the responsibility is complete.



Physical and Mental Requirements

These are physical and mental requirements of the position as it is typically performed. Inability to meet one or more of these physical or mental requirements will not automatically disqualify a candidate or employee from the position. Upon request for a reasonable accommodation, the City may be able to adjust or excuse one or more of these requirements, depending on the requirement, the essential functions to which it relates, and the proposed accommodation.

Internal work may include occasional work performed in climate-controlled office environments, where exposure to conditions of extreme heat/cold, poor ventilation, fumes and gasses is limited. Noise level is moderate but may be amplified in certain conditions.

External work requires constant exposure to varying weather conditions while performing work at parks, highways or other city locations. Such external work requires exposure to maintenance and construction vehicles and operations and weather extremes which may lead to injuries typical of such work.

- ability to mount and dismount equipment
- ability to move distances within or between locations
- analysis/comprehension – basic
- bending, kneeling, squatting
- carrying (up to 80 pounds)
- clear speech
- climbing
- color perception
- contact with others via phone
- dexterity with hand and finger
- dirt/dust
- dirt/dust
- driving (local/over road)
- exposure to heat and cold typical of work outdoors
- face-to-face contact
- fumes/odors
- hearing/listening
- inside
- judgment/decision making - basic
- lifting (up to 80 pounds)
- math skills – basic
- moving objects
- noise
- noise, moderate to loud
- outside
- pushing/pulling
- reading, basic
- seeing
- sitting
- sitting
- standing
- touching
- use of basic office equipment
- use of mechanical equipment
- use of pressurized equipment
- verbal contact w/others
- vibration due to use of equipment and vehicles such as lawnmowers and power tools
- works with others and alone
- writing – basic