



Town of Green Mountain Falls

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Phone 719.684.9414 Website: www.gmfco.us

Public Works Equipment Operator

Part Time

Job Description

Revised 11/18/2023

Position Title: Public Works Equipment Operator
FLSA: Covered – subject to overtime pay
Work Schedule: Part time. Actual hours will vary between 10 and 40 hours per week. Schedule set by Town Manager.

General Statement of Duties: With a strong reliance on the Town's heavy equipment inventory, conducts road maintenance and snow removal activities. This includes both routine maintenance and response to inclement weather-related conditions. Maintains heavy and light equipment. Assists full-time Public Works staff with general Public Works duties.

This position is FLSA covered. It is anticipated that the position will work an average of sixteen hours per week. The specific schedule and volume of work will vary based on needs, particularly relative to seasonal needs and as needed to respond to individual weather events impacting municipal road conditions.

Reports To: Town Manager.

Supervisory Responsibility: None.

Essential Functions: This is an illustrative description of the essential functions of this position. This is not a fully inclusive list.

- Operate appropriate heavy and light equipment and tools to conduct routine preventative work necessary for road, bridge, and drainage maintenance/repairs, including grading, plowing, and drainage needs
- Be available to conduct maintenance activities during an emergency
- Carry out needed road maintenance and snow removal/sanding as appropriate
- Maintain vehicles, equipment, and tools through preventative maintenance

- Assist other Public Works staff with day-to-day needs, particularly with regard to tasks that require two or more persons to complete due to safety considerations.

Knowledge, Skills, and Abilities:

- Ability to operate all equipment owned by the Town, including loader, backhoe, road grader, skid steer, water truck, dump truck, snow plow/sand spreader, and passenger pickups
- Knowledge of road maintenance and drainage principles, including compaction, shouldering and ditch/culvert work
- Knowledge of occupational safety, health, and environmental standards
- Ability to perform manual labor necessary for all aspects of this position
- Ability to establish and maintain effective working relationships with employees, peers, administration, and elected officials
- Willingness and ability to learn

Qualifications:

- Valid Colorado driver's license, CDL preferred.

Education/Experience:

- High school graduate or GED equivalency required.
- Three or more years of experience in road maintenance; experience with gravel roads and/or on steeply graded roads preferred.

Any equivalent combination of education and experience may substitute for the specific requirements listed here.

Physical Demands and Working Environment:

The conditions herein 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 job functions.

Environment: Employee works mostly outdoors in varying weather conditions including extreme heat and cold. Some time is spent in a vehicle for transportation, and in operating heavy equipment. Employee will often work near moving mechanical parts and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat, vibration, and loud noise.

Physical: This job requires the ability to walk, use hands, fingers, handle and operate objects, controls, tools, reach with hands and arms, climb or balance, stoop, kneel, crouch,

and crawl. The essential functions include manual labor and must be able to occasionally lift and move more than 90 pounds, with or without assistance.

Vision: Ability to see in a range from reading distance to a distance of 100 yards with or without correction; vision sufficient to read computer screens and printed documents, competence in color vision, peripheral vision, depth perception, and ability to adjust focus.

Hearing: Hear in the normal audio range with or without correction.

Speaking: Be able to speak in an understandable voice with sufficient articulation.
