



Title: Street Operator

FLSA Status: Non-Exempt

SAFETY STATUS: Safety Sensitive Position

BRIEF DESCRIPTION:

The purpose of this position is to maintain all streets, alleys, and other paved areas of the city. This is accomplished by patching streets and potholes, repairing signs, mowing and weed eating, and trimming trees and bushes. Other duties include cleaning drains, cleaning streets and sidewalks, and operating heavy equipment.

REPORTS TO:

This position reports to the Street Superintendent.

SUPERVISES:

None

ESSENTIAL FUNCTIONS:

Note: This information is intended to be descriptive of the key responsibilities of the position. The list of essential functions below does not identify all duties performed by any single incumbent in this position. Additionally, please be aware of the legend below when referring to the physical demands of each essential function.

(S) Sedentary	(L) Light	(M) Medium	(H) Heavy	(V) Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally; 10 lbs. frequently; or negligible amounts constantly; OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally; 10-25 lbs. frequently; or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally; 10-25 lbs. frequently; or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally; 50-100 lbs. frequently; or up to 20-50 lbs. constantly.

#	Code	Essential Functions	% of Time
1	H	Repairs streets and signs by using heavy equipment to haul materials to and from sites; sweeping out potholes; filling and smoothing out cracks and potholes with asphalt or gravel; packing holes with a truck or roller; replacing damaged or faded street signs; and removing and exchanging broken street sign poles for new ones. Performs other assigned duties as required by Street Superintendent	50%.
2	M	Preserves city ditches, fields, and lawns by mowing, weed eating and edging around curbs and sidewalks, using chain and pole saws to trim high limbs, trimming trees around signs and in alleys to avoid hazards; removing large tree stumps that have been cut down; and picking up all remaining limbs and bushes.	30%
3	M	Keeps city grounds clean by removing dirt and grass from streets and sidewalks using a blower; sweeping sidewalks, steps, and parking lots; removing debris from areas where the sweeper cannot reach; trimming weeds in city drains; and cleaning drains of all trash, limbs, and leaves.	20%



JOB REQUIREMENTS:

-Description of Minimum Job Requirements-	
Formal Education	Work requires the ability to read and understand written instructions, to understand simple processes and the routine operation of machines. Minimum Level of knowledge shall be four years of high school with diploma or equivalent.
Experience	No previous experience required.
Supervision	Job has no responsibility for the direction or supervision of others.
Human Collaboration Skills	Work requires regular interaction involving exchange and receipt of information.
Freedom to Act	Receives Immediate Direction: Within this job, the employee normally performs the duty assignment after receiving detailed instructions as to methods, procedures, and desired end results. These detailed instructions normally allow little room for deviation. The immediate supervisor may, at times, provide close and constant review while work is under way and when the assignment is completed. Typically would see entry-level job involving routine activities at this level.
Technical Skills	Basic: Work requires the use of standard technical skills appropriate to the work environment of the organization.
Fiscal Responsibility	Has no budgetary/fiscal responsibility.
Reading	Basic - Ability to recognize meaning of common two- or three-syllable words. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Math	Basic - Ability to perform the four basic arithmetic operations. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Writing	Basic - Ability to write simple sentences containing subject, verb, and object, and/or series of numbers, names, and addresses. Ordinarily, such education is obtained in elementary school up to high school. However, it may be obtained from experience and self-study.
Certification & Other Requirements	Valid Texas Class C driver's license



OVERALL PHYSICAL STRENGTH DEMANDS:

-Physical strength for this position is indicated below with "X"-

Sedentary	Light	Medium	X	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.	Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	X	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

PHYSICAL DEMANDS:

C Continuously 2/3 or more of the time.	F Frequently From 1/3 to 2/3 of the time.	O Occasionally Up to 1/3 of the time.	R Rarely Less than 1 hour per week.	N Never Never occurs.
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Note: This is intended as a description of the way the job is currently performed. It does not address the potential for accommodation.

-Physical Demand-	-Frequency-	-Brief Description-
Standing	C	observing work site, observing work duties
Sitting	R	driving
Walking	C	to other departments/offices/office equipment, around work site
Lifting	C	supplies, equipment
Carrying	C	supplies, equipment
Pushing/Pulling	C	equipment
Reaching	C	for supplies
Handling	O	paperwork
Fine Dexterity	N	
Kneeling	O	retrieving items from lower shelves/ground
Crouching	O	retrieving items from lower shelves/ground
Crawling	N	
Bending	C	retrieving items from lower shelves/ground, making repairs
Twisting	C	getting inside vehicle
Climbing	N	
Balancing	R	on ladders, on equipment
Vision	C	driving, observing work site
Hearing	C	communicating with co-workers and public and on telephone, listening to equipment
Talking	C	communicating with co-workers and public and on telephone
Foot Controls	C	driving, operating heavy equipment
Other (specified if applicable)		



MACHINES, TOOLS, EQUIPMENT, SOFTWARE, AND HARDWARE:

Shovel, pick axe, chain saw, pole saw, weed eater, mower, roller, blower, asphalt/gravel spreader, hand tools, saw cut, wheelbarrow, dump truck, cones

ENVIRONMENTAL FACTORS:

C Continuously	F Frequently	O Occasionally	R Rarely	N Never
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D Daily	W Several Times Per Week	M Several Times Per Month	S Seasonally	N Never
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-Health and Safety Factors-	
Mechanical Hazards	O
Chemical Hazards	R
Electrical Hazards	R
Fire Hazards	R
Explosives	N
Communicable Diseases	N
Physical Danger or Abuse	O
Other (see 1 below)	N

-Environmental Factors-	
Respiratory Hazards	D
Extreme Temperatures	D
Noise and Vibration	D
Wetness/Humidity	D
Physical Hazards	D

(1) N/A

PROTECTIVE EQUIPMENT REQUIRED:

Hard hat, safety glasses, leather gloves, safety vest, steel-toe boots, dust mask, ear plugs

NON-PHYSICAL DEMANDS:

F Frequently From 1/3 to 2/3 of the time	O Occasionally Up to 1/3 of the time	R Rarely Less than 1 hour per week	N Never Never occurs
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-Description of Non-Physical Demands-		-Frequency-
Time Pressure		O
Emergency Situation		O
Frequent Change of Tasks		F
Irregular Work Schedule/Overtime		R
Performing Multiple Tasks Simultaneously		O
Working Closely with Others as Part of a Team		F
Tedious or Exacting Work		F
Noisy/Distracting Environment		F
Other (see 2 below)		N

(2) N/A

PRIMARY WORK LOCATION:

Office Environment		Vehicle	
Warehouse		Outdoors	X
Shop		Other (see 3 below)	
Recreation/Neighborhood Center			

(3)N/A



SIGNATURE – REVIEW AND COMMENTS:

I have reviewed this description and understand the requirements and responsibilities of the position.

Signature of Employee

Date

Job Title of Supervisor

Signature of Supervisor

Date

Job Title of Department Head

Signature of Department Head

Date

Comments: _____

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required. This description is subject to modification as the needs and requirements of the position change.