



CITY OF HOUSTON

JOB DESCRIPTION

Job Code: 531.6

Job Title: **EQUIPMENT WORKER**

Pay Grade: 13

GENERAL SUMMARY:

Safely and efficiently operates heavy equipment to perform a series of manual activities and tasks and/or to transport materials, personnel and supplies to complete work assignments.

RESPONSIBILITIES:

- Operates heavy equipment and operates trucks to transport equipment, refuse and/or materials to and from work sites.
- Performs a variety of manual tasks and activities, i.e. spraying, lawn care, moving furniture, roofing, painting, digging manholes, mowing, pouring concrete or asphalt, etc.
- Maintains, cleans and services equipment, vehicles, tools and facilities. Inspects vehicles for required supplies, materials and equipment.
- Observes and follows safety procedures and precautions at work-site.
- May investigate and respond to complaints.
- Prepares and maintains reports, forms and records.
- May act as a lead of a crew and coordinate and monitor work assignments and personnel.

SPECIFICATIONS:

KNOWLEDGE:

Ability to read, write, add, subtract and follow oral and/or basic written instructions as might normally be acquired through 9 to 11 years of formal schooling.

EXPERIENCE:

Six months of experience in the operation of plant or automotive equipment and attachments are required.

License: May be required to have a valid Class A or B Commercial Driver's License (CDL) and comply with the City of Houston's policy on driving based on the type of equipment the individual is assigned to operate.

COMPLEXITY:

Work consists of routine standard procedures and tasks where simple analytical ability is required to select and execute actions.

IMPACT OF ACTIONS:

Errors in work cause some expense and inconvenience. Work is typically performed under moderate supervision and within standard operating procedures. The incumbent occasionally can function autonomously, with the supervisor available to answer questions as they arise.

SPECIFICATIONS: (continued)

SUPERVISION EXERCISED:

Direct Supervision:

No direct reports.

Indirect Supervision:

No indirect reports.

CONTACTS:

Internal Contacts:

Level of internal contact is extremely infrequent with virtually no contact beyond the immediate work unit/area. Interaction involves routine information exchange and/or simple service activity requiring common courtesy; e.g., answering questions, giving directions in response to simple requests.

External Contacts:

Level of external contact is extremely infrequent with virtually no outside contact. Interaction involves routine information exchange and/or simple service activity, which requires common courtesy; e.g., directing calls, and answering simple questions.

PHYSICAL EFFORT:

The position requires stooping, bending and/or lifting of items of up to 30 pounds with occasional periods of walking on rough surfaces.

WORK ENVIRONMENT:

There are routine exposures to significant levels of heat, cold, moisture and air pollution. The position may involve periodic exposure to chemical substances and physical trauma of a minor nature such as cuts, bruises and minor burns.

PHYSICAL SKILL:

Requires the ability to make fairly complex coordinated and sequenced motor movements in response to quickly changing external stimuli.

MISCELLANEOUS:

All duties and responsibilities may not be included in the above job description.

JOB FAMILY:

Equipment Worker

Effective Date: August 2004