



Motor Equipment Operator III - General #00485

City of Virginia Beach – Job Description

Date of Last Revision: 04-16-2019

FLSA Status: Non-Exempt

Pay Plan: General

Grade: 18

City of Virginia Beach Organizational Mission & Values

The City of Virginia Beach exists to enhance the economic, educational, social and physical quality of the community and provide sustainable municipal services which are valued by its citizens. The City of Virginia Beach organization is based upon a belief in the democratic process of government. This belief provides meaningful ways for citizens, reflecting the diversity of our City, to contribute to the development of public policy. This process is enhanced by organizational values which guide member performance within the Virginia Beach Quality Service System. These Values define our desired organizational culture. We value quality customer service; teamwork; leadership and learning; integrity; commitment; and inclusion and diversity.

Class Summary

Perform work in connection with the operation of one or more types of complex motor equipment.

Representative Work Functions and Responsibilities

Operate multi-purpose equipment with complex controls.

Service and make minor repairs to equipment.

Supervise workers as assigned.

Perform other job duties requiring skills, knowledge and physical requirements as demanded by those duties described or less. Individual assignments will be determined by the supervisor based on then current workloads and department needs.

Performance Standards

Safely operate assigned equipment; properly perform preventive maintenance; and properly perform assigned tasks with minimum supervision.

Minimum Qualifications

Requires completion of the tenth (10th) grade, plus three (3) years experience in fields providing the required knowledge, skills and abilities, such as motor equipment operation; or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Must have, or obtain, a current and valid Virginia or North Carolina driver's license in accordance with Virginia or North Carolina DMV driver's license eligibility requirements.

Special Requirements

All employees may be expected to work hours in excess of their normally scheduled hours in response to short-term department needs and/or City-wide emergencies.

May require a Commercial Driver's license.

This position may require that incumbents wear and maintain appropriate personal protective equipment

Motor Equipment Operator III #00485

such as, but not limited to, steel toed shoes, safety glasses, gloves, or other designated safety attire and equipment in designated areas of risk. Specific requirements will be determined and communicated by the employee's supervisor based on position assigned.

This position may be designated as a safety sensitive position and be subject to mandatory drug testing and annual exams. Positive drug test results may result in counseling and/or discipline, up to and including, termination.

Knowledge-Skills-Abilities Required to Perform Satisfactorily

A. Knowledge

1. Knowledge of traffic and safety rules and accident prevention practices.
2. Knowledge of the principles of operations of complex industrial equipment, sufficient to detect defective operation.
3. Knowledge of standard practices, methods, and materials used in street and drain construction and maintenance work.
4. Knowledge in the maintenance of proper construction grades.

B. Skills

1. Skill in the operation of heavy multi-purpose motor equipment under all types of weather conditions and terrain.

C. Abilities

1. Ability to understand and follow oral and written instructions.
2. Ability to perform preventive maintenance per manufacturer's operations manual and Automotive Services policies.
3. Ability to lift or move various materials and supplies weighing between 50-100 lbs.

Working Conditions

The below stated working conditions are intended to provide a general overview of the environmental conditions inherent in the job setting, as well as the physical, mental, and sensory requirements necessary to perform the essential functions of positions in the noted job title. A more detailed description will be made available at the position (PCN) level.

NOTE: Per HR Policy 6.19, Americans with Disabilities, the City follows the requirements of the Americans with Disabilities Act (ADA) in all hiring and employment decisions. The City shall not discriminate on the basis of disability in its hiring and employment practices. The City shall make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability upon request unless the accommodation would cause an undue hardship on the operation of the City's business.

Physical Requirements: *Physical refers to the requirement for physical exertion and coordination of limb and body movement.*

Requires medium to heavy work that involves walking, standing, stooping, lifting, digging, pushing and raising objects and involves exerting up to 100 pounds of force on an occasional basis.

Mental Requirements: *Mental refers to the degree that the job involves cognitive activities, and use of mental processes*

Performs clerical, manual, and technical tasks requiring a wide range of procedures and requiring intensive understanding of a restricted field or complete familiarity with the functions of a unit or small division of an operating agency; requires normal attention with short periods of concentration for accurate results or occasional exposure to unusual pressure.

This description is intended to indicate the kinds of tasks and levels of work difficulty that will be required of positions that will be given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his or her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.

Environmental Conditions: *Environmental refers to job conditions inherent to the job setting, including those that may lead to injury or health hazards even though precautions have been taken.*

The job may risk exposure to bright/dim light, dusts and pollen, extreme heat and/or cold, wet or humid conditions, noise, animals/wildlife, vibration, fumes, odors, traffic, moving machinery, electrical shock, toxic or caustic chemicals, and height.

Sensory Requirements: *Sensory refers to hearing, sight, touch, taste, and smell required by the job.*

The job requires normal visual acuity, field of vision, hearing, speaking, color perception, and depth perception.

This description is intended to indicate the kinds of tasks and levels of work difficulty that will be required of positions that will be given this title and shall not be construed as declaring what the specific duties and responsibilities of any particular position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct, and control the work of employees under his or her supervision. The use of a particular expression or illustration describing duties shall not be held to exclude other duties not mentioned that are of similar kind or level of difficulty.