

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION**

Job Title	<u>YRC Equipment Operator</u>
Sch & Grade	<u>CTL-6</u>
Class Code	<u>GC04</u>
FLSA Status	<u>Non-exempt</u>
Bargain Unit Elig.	<u>SEIU</u>
Occupational Group	<u>Maintenance</u>

PRIMARY PURPOSE:

Operates and maintains yardwaste processing and composting equipment assigned to the Yardwaste Recycling Center (YRC). Operates stationary and mobile equipment separately or in tandem to grind, chip, load, transport, place and turn yardwaste, waste wood and brush to produce marketable wood mulch and compost products. Principal responsibilities include operating the woodwaste portion of the YRC and serving as Crew Leader in Crew Leader's absence.

SUPERVISION:

Under direct supervision of the Yardwaste Recycling Center (YRC) Crew Leader.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Operates articulated wheel loaders and tool carriers with hydraulic attachments to manage incoming materials, process materials, and manage finished products.
2. Operates scarab windrow turners, horizontal grinders, tub grinders, screening equipment, dump trucks and comparable equipment in the processing and handling of wood waste, yardwaste and compostable materials as assigned.
3. Operates both mobile and stationary equipment simultaneously and in tandem in performing job functions.
4. Performs routine preventative equipment maintenance, routinely inspects, determines need, and removes and replaces wear parts using appropriate tools, identifies necessary repairs and coordinates vendor services.
5. Oversees and operates the woodwaste processing component of the Yardwaste Recycling Center.
6. Provides, information, direction and assistance to customers, suppliers, and vendors as necessary to maintain safe, efficient and convenient operation.
7. Coordinates activities safely and responsibly in high volumes of vehicular traffic and materials and implements necessary barricading and traffic pattern changes that provide the greatest degree of public safety.
8. Moves, cleans, inspects YRC processing equipment daily to ensure their safe and efficient use and to prevent fires in combustible materials environment.
9. Utilizes necessary equipment including hand and power tools, pneumatic impact tools etc. to complete a variety of maintenance work.
10. Determines procedures or equipment to utilize based on training and experience.
11. Maintains equipment operating records and maintenance logs, materials production, customer usage records.
12. Loads, unloads, and maneuvers a variety of materials and equipment such as mulch, compost, and organic feedstock, tub screens and hammermill parts etc. as required.
13. Manages raw and finished materials consistent with proper and safe materials management techniques to prevent fires and other health and safety hazards.
14. Reads and applies instructions labels and manuals for product and equipment operation.
15. Utilizes appropriate safety equipment and procedures.

IMPORTANT FUNCTIONS:

1. Services and makes minor repairs to assigned equipment.
2. Maintains equipment/tools through proper care and maintenance.
3. Performs duties of other comparable or lower level positions as required.
4. Directs the work of subordinate personnel and temporary or seasonal employees as assigned.
5. Performs the functions and duties of the Crew Leader in the absence of the Crew Leader.
6. Administers site related city ordinances, procedures and directives

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

Knowledge

Principles, procedures, and practices of equipment and equipment operation and tools involved in the mechanical processing and composting of yardwaste to convert these waste products into useable wood mulch and organic compost.

Abilities

Follow oral and written instructions; operate equipment such as articulated wheel loaders, tool carriers with hydraulic attachments, windrow turners, trommel screens, tub grinders and comparable equipment, farm tractors with PTO implements, dump and flat-bed trucks, snow plows, salt spreader, mowers, hand and power tools, and vehicles in a manner consistent with safety principles; ability to perform preventive maintenance and minor repair of listed equipment; operate vehicles and equipment with both standard and automatic transmissions; accurately document and maintain simple records and logs as well as brief reports; read and apply instructions; communicate effectively verbally; effectively welcome and embrace differences among employees and citizens; perform effectively as a member of a team in carrying out the City's stated mission and philosophy; deal effectively and courteously with associates and the general public; present an overall professional image; perform the essential functions of the job without posing a direct threat to the health and safety of others.

Experience, Education, and Training

A minimum of two years of experience in the operation of dump trucks, front-end loaders, windrow turners, tub grinders, trommel screens or comparable equipment operation; or two years of maintenance and/or construction work comparable to work completed in the Parks & Public Works Departments in such areas as, yardwaste recycling and composting, solid waste disposal, street/road work.

Physical Requirements

Performs bending, squatting, crawling, climbing, twisting, kneeling, and reaching both to ground level and overhead; lifts and carries up to 100 pounds and/or pushes and pulls up to 150 pounds as required; holds and grips objects; subject to working in awkward positions and periods of prolonged walking, sitting, or standing.

Working Environment

Primarily outdoors with exposure to organic dust and pollen; subject to a variety of extreme weather conditions; susceptible to mechanical and electrical hazards associated with equipment and wiring; may be exposed to hazardous chemicals and other safety hazards due to working in and around traffic; subject to constant and extreme noise, poor lighting and ventilation, fumes, and odors.

Licensing/Certification

Must possess at minimum a Commercial Drivers License (CDL) with class "B" endorsement enabling to operate a vehicle with airbrakes. Candidates must obtain and maintain CPR and First Aide Certification within the probationary period.

Miscellaneous Requirements

Must pass pre-employment drug testing and submit to periodic drug testing as required by applicable laws. May be required to work weekends or a variety of shifts. Subject to emergency call-in.

Last Revision:	February 22, 2012	GENERAL ORDINANCE NO. 5240
Comments:	Updated Abilities	Date: January 13, 2003

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.	
Signed: _____	Date: _____