

# **Equipment Operator or Mechanic/Equipment Operator**

Oneida County seeks individuals to establish an eligibility list for full time Equipment Operator and/or Mechanic/Equipment Operator positions with the Oneida County Highway Department, and fill a current vacant position. Starting 2019 hourly rate of \$17.43 - \$23.50 dependent on position and qualifications plus fringe benefit package.

Mechanic duties include responsibility for repairs and maintenance of a fleet of trucks and a variety of construction and maintenance equipment. Equipment Operator duties include performing skilled work of varied nature involving the operations of repairing, clearing and maintaining highways, roads and right-of-ways.

Qualified individuals for either position must have a high school degree, three years work experience in highway maintenance or related area, and have or be able to obtain a CDL with A, B, C, H, and N endorsements. Two years post High School education in diesel repair and/or five years experience as a diesel or heavy equipment mechanic is desirable for the Mechanic/Equipment Operator position. Snow plowing experience is preferred but not required.

Complete job description and required Oneida County application is available at [www.co.oneida.wi.us](http://www.co.oneida.wi.us) or at the Northern Advantage Job Service Office at 51A N. Brown St., Rhinelander, WI 54501, (715) 365-1500. Completed applications are due at the Job Service Office by 4:30 p.m. on Tuesday, May 28, 2019.

EOE/AA

(see below for both full job descriptions)

## **Oneida County Job Description**

**Job Title:** Mechanic/Equipment Operator I  
**Class Title:** Mechanic/Equipment Operator  
**Department:** Highway  
**Reports To:** Patrol Superintendent  
**FLSA Status:** Nonexempt  
**Prepared By:** Bruce Stefonek, Highway Commissioner  
**Prepared Date:** December 2017  
**Approved By:** Lisa Charbarneau, Human Resources Director  
**Approved Date:** December 2017

### **SUMMARY**

This position performs skilled work of a varied nature involving the operation of one or more types of motorized equipment in the repair, clearing and maintaining of State, County and Township highways, roads and right-of-ways. Standard procedures are followed and work is inspected by the Patrol Superintendent. Responsible for repairs to a fleet of trucks and a variety of construction and maintenance equipment. Duties require the use of considerable initiative and judgment in determining the nature of repairs needed, and in developing work methods and procedures. Employees may be assigned to other duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Operates multi-purpose equipment requiring a degree of skill in operating equipment efficiently and safely including but not limited to tandem truck, grader, tractor, front-end loader, quad axel, tandem axel, and signal axel truck, excavator and/or dump truck used in road maintenance.

Assists in install, repair, replace and monitoring roadside traffic signals.

Performs minor repairs and preventative maintenance of vehicles and equipment.

Maintain roads and highways to keep them safe and drivable.

Plow and remove snow and ice from roads and highways.

Operate and maintain various hand tools used in normal highway and road maintenance.

Flag and otherwise direct traffic in construction and repair zones.

Cut and otherwise remove and/or control roadside vegetation.

Monitor highways, roads and right of ways and report problem areas to supervisors.

Maintains records on all Highway Department equipment including dates of service, hours of operation, mileage operated, types of oils and fluids used and in what quantities and date of future service.

Performs routine maintenance including checking fluid levels, changing fluids, changing filters, greasing equipment, changing batteries, checking and changing belts, checking and changing hoses, replacing oil pan and checking, changing and repairing tires.

Performs same work as needed as Mechanic:

- Repairs and tunes cars, trucks, and other engines.
- Performs minor welding and machine work.
- Makes service calls when machinery breaks down while in service.
- Maintains saws, generators, pumps, and small engines.
- Repairs and replaces springs, shock absorbers, king pins, and other suspension mechanisms.
- Replaces, repairs, and adjusts brakes, clutches, transmissions, and differentials.

Performs minor welding and machine work.

Makes service calls when machinery breaks down while in service.

Maintains saws, generators, pumps, and small engines.

Repairs and replaces springs, shock absorbers, king pins, and other suspension mechanisms.

Replaces, repairs, and adjusts brakes, clutches, transmissions, and differentials.

Any other duty as assigned.

## **KNOWLEDGE, SKILLS AND ABILITIES**

Knowledge of the practices, methods and materials used in highway construction/maintenance activities and related operations.

Must be able to operate in a safe and efficient manner heavy equipment

Must be able to operate in a safe and efficient manner Equipment Operator I machinery

Must be able to operate in a safe and efficient manner a variety of hand tools including but not limited to hammers, wrenches, chainsaws, saws, sanders, shovel and broom

Knowledge of and willingness to follow all safety rules and procedures.

Ability to stand for extended periods of time and lift up to 50 pounds.

Ability to work in extreme weather and in unpleasant conditions.

Ability to prepare and maintain accurate and complete records and reports.

Knowledge of new truck electronics and on-board computer systems.

Knowledge of the tools, equipment, materials, methods, and practices used in machining metal components.

Knowledge and skill in the use of tools and equipment applicable to maintenance and repair of automotive engines, components, and associated equipment.

Knowledge of test driving techniques used in diagnostic and after-repair road tests.

Knowledge of safety precautions and procedures applicable to maintenance shops, machining, and mechanical procedures.

Knowledge of computerized control systems preferred.

Strong background in diagnosis and repair of electrical systems.

Ability to read and understand operational, maintenance and parts manuals.

Knowledge of characteristics and applications of types of oil and hydraulic fluids.

Knowledge of hydraulic systems operation and use.

Ability to perform routine mechanical maintenance functions.

### **EDUCATION and/or EXPERIENCE**

High school degree.

Two years post High School education in diesel repair, or five years experience as a diesel or heavy equipment mechanic.

### **CERTIFICATES, LICENSES, REGISTRATIONS**

Valid Wisconsin Driver's license.

Commercial Driver's License with A,B,C,H, and N endorsements.

**PHYSICAL DEMANDS** The physical demands described here 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 functions.

Must be able to bend, stoop, walk, climb, twist, reach, pull, push, and grasp in the accomplishment of normal shop duties.

Must be able to lift 50 pounds on a regular basis.

While performing the duties of this job, the employee is frequently required to stand.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to extreme and unpleasant outside weather conditions.

The noise level in the work environment is usually loud.

Must be able to work in all types of weather to repair and/or conduct preventative maintenance.

## Oneida County Job Description

**Job Title:** Equipment Operator I  
**Class Title:** Equipment Operator  
**Department:** Highway  
**Reports To:** Patrol Superintendent/Commissioner  
**FLSA Status:** Nonexempt  
**Prepared By:** Bruce Stefonek  
**Prepared Date:** April 25, 2017  
**Approved By:** Lisa Charbarneau  
**Approved Date:** April 25, 2017  
**Reviewed Date:** \_\_\_\_\_

**SUMMARY** This position performs skilled work of a varied nature involving the operation of one or more types of motorized equipment in the repair, clearing and maintaining of State, County and Township highways, roads and right-of-ways. Standard procedures are followed and work is inspected by the Patrol Superintendent. Employees may be assigned to other duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Operates multi-purpose equipment requiring a degree of skill in operating equipment efficiently and safely including but not limited to quad axel, tandem axel, and signal axel truck, grader, tractor, front-end loader and/or dump truck used, excavator, and dozer in road maintenance.

Assists in install, repair, replace and monitoring roadside traffic signals.

Performs minor repairs and preventative maintenance of vehicles and equipment.

Maintain roads and highways to keep them safe and drivable.

Plow and remove snow and ice from roads and highways.

Operate and maintain various hand tools used in normal highway and road maintenance.

Flag and otherwise direct traffic in construction and repair zones.

Cut and otherwise remove and/or control roadside vegetation.

Monitor highways, roads and right of ways and report problem areas to supervisors.

Any other duty as assigned.

**QUALIFICATIONS** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge of the practices, methods and materials used in highway construction/maintenance activities and related operations.

Must be able to operate in safe and efficient manner heavy equipment including but not limited to Front end loaders, bulldozers, excavators, tractors, log trucks, and all types of dump trucks.

Must be able to operate in a safe and efficient manner Equipment Operator I machinery all types of including but not limited to trucks, tractors, dozers, excavators, and log trucks.

Must be able to operate in a safe and efficient manner a variety of hand tools including but not limited to hammers, wrenches, chainsaws, saws, sanders, shovel, brooms and routers.

Ability to work unusual hours for plowing snow and clearing ice as well as summer and winter storms at a moments notice.

Knowledge of and willingness to follow all safety rules and procedures.

Ability to stand for extended periods of time and lift up to 50 pounds.

Ability to work in extreme weather and in unpleasant conditions.

Ability to prepare and maintain accurate and complete records and reports.

Make yourself available to work weekends and holidays.

**EDUCATION and/or EXPERIENCE** High school degree.

Three years work experience as a Highway Maintenance Worker.

Commercial Drivers License with A, B, C, H and N endorsements.

**LANGUAGE SKILLS** Good verbal and written communication skills.

**MATHEMATICAL SKILLS** Good basic mathematical skills.

**REASONING ABILITY** Ability to evaluate situations and to make good independent decisions.

**CERTIFICATES, LICENSES, REGISTRATIONS** Valid Wisconsin Driver's license.

Commercial Driver's license.

**PHYSICAL DEMANDS** The physical demands described here 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 functions.

While performing the duties of this job, the employee is frequently required to stand. The employee must regularly lift and/or move up to 50 pounds.

**WORK ENVIRONMENT** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly exposed to extreme and unpleasant outside weather conditions. The noise level in the work environment is usually loud.