



GERALD D. JENNINGS
MAYOR

CITY OF ALBANY
DEPARTMENT OF ADMINISTRATIVE SERVICES
CITY HALL, ROOM 301
ALBANY, NEW YORK 12207
(518) 434-5284

PERSONNEL * EQUAL OPPORTUNITY EMPLOYMENT * FAIR HOUSING * PURCHASING

PLEASE POST CONSPICUOUSLY

July 16, 2013

TO: All Department of General Services Divisions
All Water Department Divisions
Department of Youth & Recreation Services
Mayor's Office

SUBJECT: Notice of Job Opening –

Equipment Operator I ***
Department of General Services
Street Maintenance

The **Department of General Services - Street Maintenance** has one (1) vacancy for the position of **Equipment Operator I**, at a rate of **\$17.60/hour @ 40 hours/week**. The schedule for this position is as follows:

Monday - Friday: 7:00 a.m. to 3:00 p.m.

Applicants must meet the requirements as outlined in the attached job description. This is a non-competitive class Civil Service position.

Anyone who is interested in applying for this job should forward a resume AND application to City of Albany, Department of Administrative Services, City Hall Room 301, Albany, New York 12207 to be received no later than **Wednesday, July 31, 2013**.

***** APPLICANTS WHO ARE CURRENT MEMBERS OF THE ALBANY BLUE COLLAR WORKERS UNION LOCAL 1961 AND AFSCME NY COUNCIL 66 WILL BE GIVEN FIRST PREFERENCE.**

PLEASE POST FOR 10 (TEN) BUSINESS DAYS UNTIL
WEDNESDAY, JULY 31, 2013

An Equal Opportunity/Affirmative Action Employer

EQUIPMENT OPERATOR I

DISTINGUISHING FEATURES OF THE CLASS: This is routine work in the operation of the less complex types of vehicles and various equipment related to forestry, street and water delivery systems maintenance assignments, and the performance of related manual tasks. The incumbent is responsible for operating a single-chassis vehicle, frequently with mechanical attachments requiring the manipulation of simple controls on the vehicle and the attachment. Supervision may be exercised over a small crew working with the vehicle. Employees normally receive close supervision and detailed instructions except when performing routine or repetitive assignments.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Operates dump truck hauling sand, gravel, cement, stone, dirt and other materials on streets and golf course construction projects and maintenance;
- Operates truck in spreading salt on icy roads, hauling snow to a dumping point, plows snow with a blade attached to the truck;
- Hauls material from storage yard to various locations where street repair crews are working and may be required to help load and unload truck;
- Drives power tractor with grass-mowing attachments in city parks and golf course;
- Washes and services truck with water, gas and oil, and makes minor repairs;
- Operates a large area mower with five or more attached reel mowers mowing fine turn areas on golf course;
- Operates a small tractor with backhoe attachment and bucket loader in tree planting operations;
- Performs related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

- Knowledge of the principles of truck, tractor and turf maintenance equipment operation;
- Knowledge of the geography of the area served and of the traffic laws of the State of New York;
- Some knowledge of the component parts of truck and transport vehicles, tractors and large area mowing equipment;
- Skill in operating a single-chassis truck or other vehicles or equipment of equal complexity, safely and efficiently in traffic and under adverse climatic conditions;
- Ability to service and to make minor repairs to motor vehicles;
- Ability to understand and carry out written or oral instructions, and fill out required forms and other paperwork;
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- One year of experience in the operation of a single chassis truck or a vehicle of equal complexity;
- Ability to read and write;
- Any equivalent combination of training and experience.

SPECIAL REQUIREMENT FOR ACCEPTANCE OF APPLICATION:

Eligibility for an appropriate level operator's license issued by the New York State Department of Motor Vehicles at time of application. Possession of appropriate license at time of appointment. For positions in Department of General Services - Class C license required. Effective 4/1/92, CDL License required.

Revised: 2/17/82
10/29/97
12/8/00
2/27/02