



**Cayuga County Department of Human Resources
and Civil Service Commission**

JOB SPECIFICATION

Civil Service Title: Motor Equipment Operator/Wastewater Treatment Plant Operator
Jurisdictional Class: Competitive
Civil Division: Village of Port Byron
Adoption: CSM 04/10/13
Revised: CSM 09/10/14

DISTINGUISHING FEATURES OF THE CLASS:

Operates one or more types of automotive equipment in a municipal jurisdiction and performs a variety of manual tasks in connection with such operation. Work involves responsibility for the safe and efficient operation and care of moderately complex motor equipment in the performance of assigned tasks. The incumbent is trained to keep wastewater treatment plant operating correctly in the absence of the Superintendent of Public Works. Work is usually performed under general supervision of Superintendent of Public Works. Supervision of others is not a requirement of this class.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Operates a truck in connection with the hauling of material for road construction and repair;
Operates a truck to transport employees, tools, and other equipment;
Operates a snow plow or related snow removal equipment;
May operate bulldozer, grader, power shovel or other heavy automotive equipment;
Loads and unloads trucks;
Performs a variety of simple manual tasks, such as cleaning culverts, shoveling snow, painting and road maintenance work;
Performs minor mechanical repairs and maintains automotive equipment;
Takes samples for water testing and tests to make sure all equipment is operating correctly for the Wastewater Plant in the absence of the Superintendent of Public Works;
Maintains daily log of operations;
May be required to perform minor maintenance duties around buildings and grounds;
Does related tasks as assigned.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:

Good knowledge of the operation of trucks, tractors and other types of automotive equipment;
Skill in the operation and repair of pumps, valves, and related mechanical and electrical equipment;
Ability to understand and carry out oral and written instructions;
Ability to work under adverse weather conditions;
Ability to take samples and make routine laboratory and field tests for plant operation;
Mechanical aptitude;
Dependable;
Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

One year of experience in the operation of some type of automotive equipment.

SPECIAL REQUIREMENT(S):

Possession of appropriate level New York State Driver's license AND possession of an appropriate certificate for operation of a Wastewater Treatment Plant issued by the NYS Department of Environmental Conservation at time of appointment.