



**CITY OF CASPER**  
invites applications for the position of:

# **Equipment Operator III**

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**SALARY:** \$24.02 - \$29.20 Hourly  
\$4,163.47 - \$5,061.33 Monthly  
\$49,961.60 - \$60,736.00 Annually

**OPENING DATE:** 11/22/17

**CLOSING DATE:** 12/10/17 11:59 PM

**CLASS SUMMARY:**

**Assigned to: Water Distribution Garage**

Incumbents are responsible for operating heavy and light equipment specific to Water Distribution operations. Incumbents may act as a lead worker for lower level staff. Receives general supervision from higher level management staff.

This position is driving essential (see driving requirements below).

**TYPICAL CLASS ESSENTIAL DUTIES:**

1. Performs complex and difficult operation of heavy equipment including backhoes, bulldozers, motor graders, compactors, scrapers, excavators and front end loaders for a variety of construction operations involving streets, drainage systems, sidewalks, water main leaks, or landfill operations.
2. Prepares, grades, and shapes roads, landfills, and flood control channels; checks and sets grades; works from survey reference marks, plans, and specifications; clears trash, storm debris and damage; constructs and repairs storm drains, culverts, catch basins, and concrete gutters.
3. Performs basic trouble shooting techniques and minor repairs on equipment; reports the need for major repairs; checks and adjusts fluid levels; greases and lubricates parts as required; cleans and cares for tools and equipment.
4. Leads and trains lower level staff.
5. Serves standby duty after hours and on weekends for emergencies.
6. Identifies equipment needs for each assigned project; monitors and maintains materials, supplies, and equipment and requisition replacement items.
7. Repairs, maintains, and installs water, service, and sewer mains; conducts scheduled water

distribution booster station and water storage tank visits to perform a wide variety of operation and maintenance duties (when assigned to the Water Distribution Division).

8. Knows all equipment and routes or routines within City trash collection areas (when assigned to the Solid Waste Collection Division).
9. Represents the City of Casper by responding to the public, citizens, its employees, and others in a prompt, professional, and courteous manner while continuously maintaining a positive customer service demeanor.
10. Follows all City safety procedures. Reports all accidents/incidents immediately to supervisor.
11. Performs other duties of a similar nature or level.

**Knowledge** (position requirements at entry):

Knowledge of:

- Operation and maintenance requirements of trucks and heavy construction and power driven equipment.
- Principles of pumps, valves, motors, and water storage tanks.
- Water distribution and wastewater collection regulatory rules and regulations (when applicable).
- Solid and Hazardous Waste state regulatory rules and regulations (when applicable).
- Practices, methods, and materials used in construction, maintenance, and sanitation work.
- Practices, methods, and materials used in the installation and repair of water distribution or sewer collection systems.
- Traffic laws, ordinances, and rules involved in truck and heavy equipment operations.
- Geography and street systems in the City.
- Applicable tools and equipment utilized in street maintenance.
- Inventory maintenance principles.
- Safe work practices.

**Abilities** (position requirements at entry):

Ability to:

- Monitor and remain in compliance with preventive maintenance and servicing programs.
- Recognize operating deficiencies and make minor operating adjustments independently.
- Read and interpret water and sewer GIS maps and engineering plans.
- Work independently in the absence of supervision.
- Operate a variety of complex heavy power driven equipment.
- Train assigned staff.
- Attach auxiliary pieces of equipment to power-driven equipment.
- Perform a variety of construction and maintenance tasks.
- Participate in on-call schedule and respond to call-outs after hours, weekend and holidays.
- Establish and maintain effective working relationships with those contacted in the course of work.

**Skills** (position requirements at entry):

Skill in:

- Dealing in a courteous, knowledgeable and tactful manner with staff and general public.
- Oral and written communication, sufficient to exchange or convey effective information and to receive work direction.
- Training employees on proper work methods.
- Using and caring for applicable tools and equipment.
- Reading and interpreting blueprints, schematics and/or other technical drawings.
- Performing manual labor.

**TRAINING, EXPERIENCE & CERTIFICATIONS:****Training and Experience:**

- High school diploma or equivalent (G.E.D.)
- Must be at least 18 years of age.
- Minimum of two years' experience performing maintenance work involving the operation of light and heavy equipment for the City of Casper. Experience must involve the operation of light and heavy equipment specific to landfill operations when assigned to Solid Waste Division.

**Licensing and Certification Requirements**

- Possession of, or ability to obtain within three months of hire, a valid Wyoming Class A CDL.
- Possession of, or ability to obtain within one year of hire a State Department of Environmental Quality Water Distribution Operator Level II certification.

**SUPPLEMENTAL INFORMATION & PHYSICAL REQUIREMENTS:**

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.

Women, minorities, and individuals with disabilities are encouraged to apply.

Employment with the City of Casper is contingent upon a successful background screen and pre-employment drug test. Applicants who have failed a pre-employment screen or have been terminated from the City of Casper are ineligible for employment consideration for 12 months. You will become eligible for consideration 12 months from the date of your incident (pre-employment screen or termination).

As a condition of employment, the successful candidate must utilize direct deposit for payroll purposes.

Driving records are required for all new employees regardless of the position's driving requirements. If the employee has not held a Wyoming driver's license for the last three years, the employee must provide at their own initiation and expense a driving record from their previous state(s) of residence.

**Physical Requirements:**

Positions in this class typically require: stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, talking, hearing, seeing and repetitive motions.

Medium work: Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to lift, carry, push, and pull or otherwise move objects, including the human body.

Incumbent may be subject to extreme temperatures.

**Driving Requirements:**

For driving essential positions, employment with the City of Casper is contingent upon a satisfactory driving record. A driving record that reflects any of the following criteria is considered unsatisfactory:

- 1) Convicted of three (3) or more moving violations within the previous 36 months (three separate, individual incidents);

2) A conviction within the previous 36 months of any of the following:

- Driving under the influence of drugs or alcohol;
- Leaving the scene of an accident;
- Fleeing to avoid arrest;
- Reckless Driving;
- Homicide or assault by motor vehicle;
- Driving without auto insurance;
- Driving on a suspended license;
- Refusal to take blood/breathalyzer test for suspected DUI or impaired driving.

If you have questions regarding the background screen, pre-employment drug test or driving record, please contact the Human Resources Office at (307)235-8344 prior to accepting a job offer.

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.casperwy.gov>

Position #0834-04  
EQUIPMENT OPERATOR III  
HR

200 N. David - Human Resources  
Casper, WY 82601  
(307)235-8344

[jobs@casperwy.gov](mailto:jobs@casperwy.gov)

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### Equipment Operator III Supplemental Questionnaire

- \* 1. Which of the following best describes your level of education?
  - Some High School
  - High School Diploma or G.E.D.
  - Some College
  - Associate's Degree
  - Bachelor's Degree
  - Master's Degree
- \* 2. This position is deemed as hazardous by the U.S. Department of Employment. Are you currently 18 years of age or older?
  - Yes
  - No
- \* 3. How many years of experience do you have with light and/or heavy equipment operation?
  - None
  - Less than 1 year
  - 1 year to less than 2 years
  - 2 years to less than 3 years
  - 3 years or more
- \* 4. Please describe (in detail) your experience and where you obtained the experience.
- \* 5. Do you have a State Department of Environmental Quality Water Distribution and/or Wastewater Collection Operator Level II certification?
  - Yes, Level II
  - Yes, Level III

Yes, Level IV

No, I do not have any DEQ or Wastewater Collection certifications.

6. Do you currently possess any water distribution certifications? If yes, please list each level and the state(s) you are certified in.

\* 7. What type of Commercial Driver's License (CDL) do you currently possess?

Class A

Class B

I do not have a CDL.

\* Required Question