

# Temporary Equipment Operator I

April 29, 2024

An opening for the position of **Temporary Equipment Operator I** exists in the *Parks Division* of Parks and Recreation, City of Laurel, Mississippi.

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## Purpose of Position

Maintain departmental athletic fields, facilities and grounds, and repair and construct departmental facilities.

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## Essential Duties and Responsibilities

### Maintain City grounds, recreational areas and ballfields

- Ensure mowing equipment is in operating order
- Examine grounds and ballfields for foreign objects before mowing
- Mow and weed-eat grounds
- Collect debris and trash from City properties
- Examine mowing equipment after mowing and remove excess material
- Service mowing equipment for storage
- Maintain City swimming pool and tennis courts
- Repair plumbing fixtures, as needed
- Paint facilities, as needed

### Construct and maintain ballfields as needed

- Assist with designing ballfield
- Cut infield lines appropriately
- Weld foul polls, when needed
- Install fences to proper specifications
- Mow grass and remove dirt from ballfield
- Repair bleachers, bathrooms and offices, as needed
- Repair dug-out roofs, as needed

### Maintain departmental vehicles and mowing equipment

- Check oil, gas, water and brake fluid in vehicles each day
- Wash all vehicles on daily basis
- Transfer flat tires to city barn for repair
- Request new equipment be ordered

### Perform other duties as directed

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## Job Context

The Equipment Operator I is a full-time, temporary position in the Parks Division. The immediate supervisor for this position is the Laborer Supervisor II. The person in this position is supervised on a daily basis and has no supervisory authority. The Equipment Operator I works regular hours most of the time with occasional overtime when the workload demands it. There is no night or shift work involved with this position. The person in this position is not on call. The position has accountability for monetary, fiscal, safety, and legal issues related to the work for which this position is responsible.

There is exposure to chemicals and/or hazardous materials on a daily basis. This exposure includes, but is not limited to, fertilizers, lime, cleaning chemicals, insecticides, and automotive fluids. The stress level associated with this position is average. Physical work associated with this position includes, but is not limited to, operating departmental mowers and field grooming equipment, sitting for long periods of time, climbing up and down ladders, standing, bending and kneeling.

## **Certification, Education and Experience**

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**Certification:** A valid Mississippi driver's license is required for this position.

**Education:** A high school diploma or its equivalent is *preferred* for this position.

**Experience:** No experience is required for this position.

## **Knowledge, Skills and Abilities**

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### **Knowledge:**

Proper layouts of different ballfields  
Proper cleaning and sanitizing of restroom facilities  
Proper use of mowers, weed eaters, tractors, and other equipment  
Power and hand tool safety  
Correct use and storage of chemicals  
Basic maintenance of departmental equipment  
Heavy machinery safety  
Locations of City properties  
Proper grammar and proper use of English in speaking and writing  
OSHA standards and regulations concerning employee safety  
Federal and state statutes concerning the work of the department  
Mathematical skills, including addition, subtraction, multiplication and division  
General functions and operations of municipal government

### **Skills and Abilities:**

Operate all departmental mowing equipment  
Operate all departmental cleaning equipment  
Complete basic construction projects  
Communicate effectively with other city employees and the public  
Prepare ballfields in pressure situations  
Work in all weather conditions  
Work as a team member with other employees  
Work autonomously when necessary  
Handle multiple tasks simultaneously with frequent interruptions  
Deal with others in a professional manner  
Maintain professional composure in heated situations  
Follow departmental and City procedures

### **Physical Requirements:**

Must be able to frequently lift, carry, push, pull, or otherwise move objects weighing up to 75 pounds  
Ability to bend, stoop, and crouch frequently  
Must be capable of extending the hands and arms in any direction; handling, seizing, holding, grasping, turning, or otherwise working with the hands/fingers  
Must be able to sit and stand for long periods of time.

Salary: \$12.54 hourly

*The city of Laurel is an Equal Opportunity Employer. The City of Laurel does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service*

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**Applicant must provide the following documents to Human Resources, 401 North 5th Avenue (3rd Floor City Hall) Room 302:**

- **WIN Job Center referral**
- **Valid Mississippi Driver's License**
- **Social Security Card**
- **High School Diploma or Equivalent *preferred***