



## **ANNOUNCEMENT OF OPEN POSITIONS**

Department: Highway, Water & Sewer Departments  
Title: Truck Driver & Motor Equipment Operator  
Schedule: Full-time  
Benefits: Yes  
Compensation: Per Collective Bargaining Agreement  
Residency: Must be a resident of the Town of Pendleton  
Approved: April 14, 2022  
Deadline: May 14, 2022

### **Description:**

The Town Board of the Town of Pendleton is accepting applications for anticipated full-time openings in the Highway, Water, and Sewer Departments. Positions may include job titles of Truck Driver and Motor Equipment Operator. Applicants must be a resident of the Town of Pendleton. See attached Civil Service job descriptions for specifics of the job and applicant eligibility.

### **How to Apply:**

Contact the Town of Pendleton Department of Public Works at 716-625-8033 for more information.

**DEPARTMENT:** ALL  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** JANUARY 18, 2013

### **TRUCK DRIVER**

**DISTINGUISHING FEATURES OF THE CLASS:** Operates trucks in the hauling of construction materials and snow removal; operates snow plows and spreads salt; operates roadside mowing machines; may be assigned to collection of refuse. Incumbents are required to perform manual labor work, flagging and/or traffic control when necessary, and are expected to be available to work overtime and/or shift work during nights, weekends and holidays. Operates under direct supervision of supervisor who assigns and oversees work. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

1. Drives trucks to and from construction site with loads of material and supplies, also transports ice, snow and refuse for deposit;
2. Operates snow plows and snow loading machines and road salters, keeping roads in passable condition;
3. May operate roadside mowing machines;
4. May be assigned to do but not limited to the following: cut and remove brush and trees; make concrete forms, erect posts, lay blacktop, erect snow fences and clean and paint equipment, landscaping, building and ground maintenance, flagman, etc.;
5. May be assigned to route collection of refuse;
6. May be assigned to do minor repairs and maintenance on automotive equipment;
7. May be assigned to flagging and/or traffic control;
8. May be assigned to mix anti-icing liquid into stockpile or to directly apply anti-icing material to highways;
9. May be assigned to assist and/or operate the aerial lift or bucket truck.

### **FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of the operation and all types of trucks; working knowledge of hand and power tools and their appropriate, safe, and efficient use; ability to operate chain saws, chop saws, cutting torches, air compressors, air tools; ability to understand and follow simple oral and written directions; ability to follow close supervision or to work independently and make independent decisions; mechanical aptitude; dependability; willingness to work overtime and/or shift work during nights, weekends, and holidays; willingness to work in various adverse conditions which may include extreme heat, extreme cold, proximity to noxious fumes, dust, mud, brush and heavy traffic; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma, possession of a valid New York State CDL - B license (copy **must** be attached to application), and one (1) year of experience in the operation of some type of \*truck.

### **SPECIAL REQUIREMENTS AT TIME OF APPLICATION WHEN USED IN REFUSE:**

1. Occupational Safety Health Administration 29 CFR1910.120 Certification
2. Occupational Safety Health Administration 29 CFR1910.146 Certification
3. 3 Years experience operating 30+ ton cargo capacity articulating off-road truck

### **NOTE:**

\* When used in the Niagara County Highway Department must have one (1) year of full-time paid experience operating a "heavy single unit truck over 26,000 lbs. GVWR."

**DEPARTMENT:** ALL, EXCLUDING SCHOOLS  
**CLASSIFICATION:** NON-COMPETITIVE  
**APPROVED:** FEBRUARY 18, 2005

### MOTOR EQUIPMENT OPERATOR

**DISTINGUISHING FEATURES OF THE CLASS:** Operates one or more types of automotive equipment and performs a variety of manual tasks in connection with such operations; does related work as required. Employees of this class perform recurring manual duties in connection with the operation of moderately complex motor equipment. They receive general instructions from a superior, but are responsible for the safe and economical operation and care of their equipment on assigned tasks. Periodic inspections are made of work in progress.

#### **TYPICAL WORK ACTIVITIES:**

1. Operates a truck in connection with the collection of garbage, ashes, snow and in the transportation of sand, stone, gravel and supplies;
2. Operates a tractor or truck with power mower, trailer, snow loader, bulldozer, concrete mixer, stone crusher or other attachments;
3. Operates a power grader, steam roller, snow plow, power shovel, backhoe, and all other related equipment;
4. Occasionally performs minor repairs and maintenance on automotive equipment;
5. Performs manual labor, such as loading trucks, erecting snow fences, landscaping, building and ground maintenance, cleaning culverts, repairing and constructing roads, and flagman duties;
6. May be assigned to installing and maintenance of water and sewer facilities;
7. Supervises the work of laborers when assigned.

#### **FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of the operation of tractors, trucks and other automotive equipment; ability to understand and follow simple oral and written directions; mechanical aptitude; industry; dependability; physical condition commensurate with the demands of the position.

#### **MINIMUM QUALIFICATIONS:**

Graduation from high school or possession of a New York State equivalency diploma;

**AND:** One (1) year of experience in the operation of some type of automotive equipment.

#### **SPECIAL REQUIREMENTS:**

Must have a CDL Class C License. If a motor equipment operator is required to operate a tractor-trailer combination, he will be required to have a CDL Class A License. Possession of an alternate applicable license is acceptable when application is accompanied by an administrative letter stating that the candidate will not operate a motor vehicle contrary to the Vehicle and Traffic Law of New York State.

02/18/2005; 01/29/1990; 04/30/1984