Memo

Date: September 12, 2016
From: Don Hopkins, Sanitation Superintendent
RE: Job Opening

There is an opening in the Ditching Department for a Tractor/Truck Driver I. If a current city employee does not fill this position within (10) working days, it will be open to the public on September 26, 2016.

DEFINITION

Under immediate supervision, is responsible for the operation of light to medium size truck, tractors, and similar equipment. Performs related work as required.

EXAMPLES OF DUTIES

Operates and does routine maintenance on tractors, small mowers, and other light trucks and equipment; assist in the maintenance of city right of ways and other property by mowing and related work.

MINIMUM QUALIFICATIONS

Skills, knowledge, and Abilities

Ability to understand and follow oral and written instructions; learns from on the job training in the use of mechanical equipment.

Training and Experience

Some experience in operating or driving light construction equipment, trucks, tractors, or related equipment; good driving record. Must have good attendance record.