

**City of Ironwood**  
**Department of Public Works – Equipment Operator II Sewer Facilities**

The City of Ironwood is currently accepting applications to fill a full-time Equipment Operator position with the Department of Public Works in the Sewer Facilities Department. This is a non-exempt, union position. Duties include operation of heavy equipment in the maintenance of the City's sewer system, performance of public works construction, and snow removal and plowing. An Interstate Class B CDL is required within six (6) months of hire. Candidates must be knowledgeable in the operation of heavy equipment. The current starting base wage is \$19.78/hour, with an automatic wage step increase to \$20.30 after (1) year of service. This position also comes with a great benefit package including longevity increases, defined benefit pension, health insurance (medical, dental and vision), life insurance and paid time off (vacation, sick, personal and holidays).

Employment application and a complete job description are available at the City Clerk's Office, 213 S. Marquette Street, Ironwood, Michigan, and on the City website at the following link: [www.cityofironwood.org/government/departments/](http://www.cityofironwood.org/government/departments/). Interested candidates should submit application, resume and cover letter to the City Clerk's office. The City will begin reviewing applications on August 1, 2022. Applications will be accepted until the position is filled. EOE. *"Find your North"*.

Run ad 2x. Saturday, **July 16, 2022 and July 23, 2022**

CITY OF IRONWOOD – JOB DESCRIPTION

**Department of Public Works  
Equipment Operator II - Sewer**

General Summary

Performs a variety of skilled, technical, and maintenance work in the construction, operation, repair, maintenance, and replacement of City sewer system.

Supervision Received

Employee is supervised by the Department of Public Works Sewer Leadperson, with some additional supervision from the DPW Supervisor and Utilities Manager.

Essential Duties and Responsibilities

An employee in this position may be called upon to do any or all of the following: (**Does Not** include **all** tasks employee may be expected to perform).

1. Performs sewer service maintenance, operation and construction activities.
2. Operates heavy equipment in the performance of public works construction, maintenance, and repair activities on streets, sidewalk, water and sewage lines, drainage basins, and other municipal facilities.
3. Performs grading, digging, backfilling, and loading and hauling operations with power driven equipment.
4. Operates a truck and related equipment to pick up and haul refuse.
5. Ensures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
6. Inspects and assists in the control and use of supplies and equipment used in the maintenance, construction and repair of sewer lines, manholes, and other department facilities to ensure that all equipment is in proper working order. Operates all equipment associated with snow removal and snow plowing operations.
7. Performs related work as required.

Peripheral Duties

1. Operates a variety of power construction and maintenance equipment used in the Department of Public Works including but not limited to a truck, bulldozer, front end loader, backhoe, sewer rodding machine, snow plow, snow blower, roller, street sweeper, and any other equipment as assigned.
2. Serves on various employee or other committees as assigned.

### Desired Minimum Qualifications

- Education and Experience:
  1. Graduation from high school education or GED equivalent.
  2. Experience relating to the construction, repair and maintenance of sewer systems including the operation of related maintenance equipment.
  
- Necessary Knowledge, Skills and Abilities:
  1. Knowledge in the procedures, practices, materials, tools and equipment utilized in the construction and maintenance of the sewer system.
  2. Skill in operation of the listed tools and equipment utilized in the construction and maintenance of the sewer system.
  3. Skill in preparing and maintaining accurate records and reports.
  4. Skill in solving problems.
  5. Skill in understanding and carrying out complex oral and written instructions.
  6. Skill in working from diagramming, sketches and drawings.
  7. Ability to operate and maintain various equipment used in sewer maintenance and repair such as backhoe and dump trucks; ability to communicate effectively, verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments, public officials, contractors and the public.

### Special Requirements

1. Valid State Driver's license.
2. Must obtain an Interstate B CDL endorsement within six (6) months of employment (at employee's expense). Failure to obtain an Interstate B CDL endorsement within six (6) months of employment will be grounds for termination.

### Other Requirements

1. Residency shall be within twenty (20) miles of the corporate boundaries of the City of Ironwood.

### Tools and Equipment Used

Knowledge of operation and use of motorized vehicles and equipment, including dump truck, pickup truck, utility truck, vactor truck, backhoe, manlift, tamper, plate compactor, saws, pumps, compressors, sanders, generators, trencher, common hand and power tools, shovels, wrenches. Skill in use of detection devices, mobile radio, phone, laptop and personal computer, copy and fax machine.

## Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls; walk, sit, stand, climb or balance; stoop kneel, crouch, talk, hear, smell and reach with hands and arms.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus.

## Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee works in outside weather conditions. The employee regularly works near moving mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, and risk of electrical shock.

The noise level in the work environment is usually loud in field settings, and moderately quiet in office settings.

*The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.*



Describe how you would perform the job function involved in the job or occupation for which you have applied

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### EDUCATION

	High School	Vocation/Technical	College	Graduate
School Name, City/State				
Did you graduate? (if not, number of credits hours completed)	Yes ___ No ___	Yes ___ No ___	Yes ___ No ___	Yes ___ No ___
Degree/Certificate				
Major/Minor				

Describe any specialized training, apprenticeships, internships, skills, licenses, certificates, and extracurricular activities that pertain to the position(s) for which you are applying.

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List Professional, trade, business group memberships and officer held and volunteer work excluding groups the name and character of which indicate race, color, sex, religion, national origin, age, height, weight, marital status, veteran status, handicap, or any other protected class:

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### REFERENCES

(Do not include relatives or former employers)

Name	Address	Telephone Number

### MILITARY SERVICE RECORD

Have you had any experience in the Armed Forces of the United States of America or in a State National Guard which is directly related to the position which you are applying for? Yes \_\_\_ No \_\_\_

If Yes, what branch? \_\_\_\_\_

Rank at discharge \_\_\_\_\_

Date of discharge \_\_\_\_\_

Were you honorably discharged? Yes \_\_\_ No \_\_\_

*(Please note: A dishonorable discharge from the military will not necessarily be a bar to employment.)*

## EMPLOYMENT HISTORY

List each job held. Start with your present or last job first.

Employer: \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Hourly Rate/Salary Start: \_\_\_\_\_ End: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason(s) for Leaving: \_\_\_\_\_  
Work Performed: \_\_\_\_\_

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Employer: \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Hourly Rate/Salary Start: \_\_\_\_\_ End: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason(s) for Leaving: \_\_\_\_\_  
Work Performed: \_\_\_\_\_

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Employer: \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Hourly Rate/Salary Start: \_\_\_\_\_ End: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason(s) for Leaving: \_\_\_\_\_  
Work Performed: \_\_\_\_\_

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Employer: \_\_\_\_\_  
Address \_\_\_\_\_ Phone: \_\_\_\_\_  
Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Hourly Rate/Salary Start: \_\_\_\_\_ End: \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Phone: \_\_\_\_\_  
Reason(s) for Leaving: \_\_\_\_\_  
Work Performed: \_\_\_\_\_

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AGREEMENT AND UNDERSTANDING

- 1. I certify that the information in this application is true, complete and correct to the best of my knowledge and understand that falsification, misleading, misrepresentation or omission of any information submitted in connection with my application or interview, whether in this document or not, may result in rejection of my application or, if hired, in dismissal.

Signature \_\_\_\_\_ Date \_\_\_\_\_

- 2. I waive written notice from my current employer and from any of my former employers regarding the disclosure of disciplinary reports, letters of reprimand, or other notices of disciplinary action contained in my personnel records (even if more that four (4) years old). This waive is made pursuant to the Bullard-Plawecki Employee Right to Know Act.

Signature \_\_\_\_\_ Date \_\_\_\_\_

- 3. I authorize the references and current and former employers listed in this application to give the City of Ironwood any and all information concerning my current and previous employment and any pertinent information they may have (even if more than four (4) year old) and release all parties from any Liability for any damages that may result from furnishing such inquiries.

Signature \_\_\_\_\_ Date \_\_\_\_\_

- 3. I authorize the City of Ironwood to release any information (even if more than four (4) years old) relating in any way to my employment including disciplinary reports, letter of reprimand or other notices of disciplinary action when such information is requested by any prospective or subsequent employers without any obligation (by them or City) to give me any notice of such disclosure.

Signature \_\_\_\_\_ Date \_\_\_\_\_

- 4. I understand that any employment offer is conditional upon the result of the drug screening test and the post offer pre-employment medical examination and background investigation (when applicable based on the position sought).

Signature \_\_\_\_\_ Date \_\_\_\_\_

- 5. I have read the attached job description. If employed, I understand that if I am or become handicapped in need of accommodation for employment, I must notify the City in writing within 128 days after the need is know or reasonably should have been know to me. Failure to properly notify the City will preclude any claim that the employer failed to accommodate the handicapper.

Signature \_\_\_\_\_ Date \_\_\_\_\_



Applicants for Union positions read and sign paragraph 7. Do not sign paragraph 8.  
Applicants for Non-Union positions read and sign paragraph 8. Do not sign paragraph 7.

7. In consideration of my employment, I agree to conform to the rules and regulations of the City of Ironwood, as they may be amended or changed from time to time, and I agree that my employment and compensation can be terminated with or without cause and with or without notice at any time at the option of either the City or myself. I understand that no officer or representative of the City has the authority to enter into an agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing, except the City Manager and any such agreement must be made in writing, directed to me personally. I further acknowledge that no one has made any representation or statement to the contrary to the City's employment at-will policy or about the City's economic outlook or stability to me, either oral or in writing, and I acknowledge and understand that no one has the authority to make such representation of statements to the contrary in the future.

Signature \_\_\_\_\_ Date \_\_\_\_\_

8. In consideration of my employment, I agree to the rules and regulation of the City of Ironwood. I further acknowledge I will be on probationary statues for a minimum of \_\_\_\_\_ days from my date of hire. As a probationary employee, I understand my employment and compensation can be terminated at any time with or without cause and with or without notice at the option of either the City or myself. I understand that no officer or representative of the City has the authority to enter into an agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing, except the \_\_\_\_\_ of the City and any such agreement must be made in writing, directed to me personally.

I further understand that after my probationary period ends, I will be subjected to the terms and conditions of the collective bargaining agreement between \_\_\_\_\_ and \_\_\_\_\_. I acknowledge that no one has made any representation or statement to the contrary to the City's employment at-will policy or about the City's economic outlook or stability to me, either oral or in writing, and I acknowledge and understand that no one has the authority to make such representation of statements to the contrary in the future.

Signature \_\_\_\_\_ Date \_\_\_\_\_

9. I agree that any lawsuit against the City arising out of my employment or termination of employment including but not limited to, claims arising under the State or Federal Civil Rights statutes, must be filed within six months of the event giving rise to claims or be forever barred. I waive any limitation period to the contrary.

Signature \_\_\_\_\_ Date \_\_\_\_\_

I HAVE READ, UNDERSTAND AND AGREE TO THE TERMS OF EACH OF THE ABOVE (8) INDIVIDUAL STATEMENTS, AS INDICATED ABOVE.

Signature \_\_\_\_\_ Date \_\_\_\_\_

ACKNOWLEDGMENT

Please read carefully before signing.

I acknowledge and agree that all statements made herein are subject to investigation and confirmation by the municipality and that the information I have supplied is correct to the best of my knowledge. I understand that any deliberate falsifications, misrepresentations, or omissions of fact may preclude any offer of employment, or may result in the withdrawal of an employment offer, or may result in discharge from employment if I am already employed at the time the misrepresentation or omission is discovered.

I hereby authorize the release from liability any former employer, educational institution, or other person or institution to questions pertaining to information in the application, and to release the details of my work, skills, or action in any transaction and to provide documentary evidence thereof to the Municipality. Further, I release the Municipality from liability that might result from an investigation.

I understand that the use of this application does not indicate there are positions available, nor does it imply or create an employment contract. I understand that the only employment contracts are those specifically authorized by Municipality management which have been reduced to writing and have been executed by both the employee and an authorized representative of the Municipality. Accordingly, I understand that no employment contract, either expressed or implied, for any period, is created hereby should the Municipality hire me.

If hired, I understand that my employment is at-will (*just cause* for union employees), and can be terminated at any time, with or without notice, for any reason at the option of either the Municipality or me. Should the Municipality hire me, I agree to observe all the Municipality's policies, practices and procedures currently in existence and new and revised ones, which be issued in the future.

Signature \_\_\_\_\_ Date \_\_\_\_\_